plan here

98-99 catalog

SOUTHERN
ADVENTIST UNIVERSITY

Southern Adventist University

1998-1999 Catalog

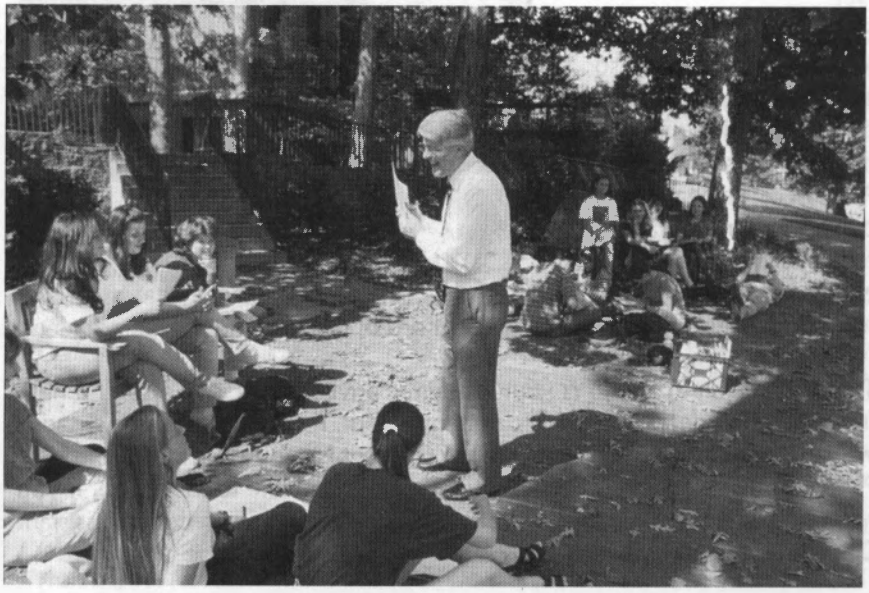
Mailing Address:
P.O. Box 370
Collegedale, TN 37315-0370

FAX: (423) 238-3001

e-mail:postmaster@southern.edu

Telephone:
General Number: (423) 238-2111

Admissions Information
Nationwide: 1-800-768-8437
(1-800-SOUTHERN)



In publishing this catalog, every reasonable effort has been made to be factually accurate. The publisher assumes no responsibility for editorial, clerical, or printing errors. The information presented is, at the time of printing, an accurate description of course offerings, policies, and requirements of Southern Adventist University. The provisions of this catalog, however, are not to be regarded as an irrevocable contract between the University and the student. The University reserves the right to change any provision or requirement at any time, without prior notice.

McKEE LIBRARY
Southern Adventist University
Collegedale, TN 37315

Something to keep in mind —

Although this CATALOG is not a textbook, you will refer to it often during your university career. It describes the academic program you select and the requirements you must fulfill to graduate. Before you enroll at Southern or register for any succeeding semester, you should satisfy yourself that you are familiar with this catalog.

Two important parts of your academic life are General Education and your field of concentration. You will find it especially valuable to read carefully the sections of the catalog that explain these programs.

Every attempt has been made to prepare this catalog so everyone may understand it, but some of the information may still be confusing to you. Also, because changes may occur in your program requirements, you may encounter contradictions between this catalog and advice that you later receive. Talk to someone about the sections of this catalog that are not clear.

The first person to talk to is your academic adviser. You may also find help from the chair/dean of your department/school. It may be necessary to visit with the Director and Assistant Director of Records and Advisement. The Vice President for Academic Administration is also available to assist you. If you need explanations about financial questions, talk with the Director or Assistant Director of Student Finance.

Remember that you are the one who selects your program of study and it is your responsibility to know the graduation requirements and meet them.

Do not lose this catalog. It is your "university manual."

SDA
LD
5101
.5367
A11
1998-
1999

CONTENTS

Academic Calendar 4
This Is Southern Adventist University 6
Admissions 10
Student Life and Services 15
Academic Enrichment Services 20
Academic Policies 23
General Degree Requirements 23
General Education Course Requirements 26-30
Departments/Schools of Instruction 49-238
- Allied Health 49
- Art 61
- Biology 65
- Business and Management 74
- Chemistry 89
- Computing 94
- Education and Psychology 104
- Engineering Studies 127
- English 129
- Health, Physical Education, and Recreation 137
- History 145
- Journalism and Communication 151
- Mathematics 163
- Modern Languages 169
- Music 174
- Nondepartmental Courses 186
- Nursing 188
- Physics 199
- Religion 220
- Social Work and Family Studies 220
- Technology 230

Interdepartmental Programs 239
- Medical Science 239
- General Studies 239

Non-Degree Preprofessional Programs 241
- Anesthesia 241
- Dentistry 241
- Law 242
- Medicine 242
- Optometry 244
- Osteopathic Medicine 244
- Pharmacy 245
- Podiatric Medicine 246
- Veterinary Medicine 246

Financial Policies 247
- Special Fees and Charges 248
- Student Costs 250
- Housing 253
- Method of Payment 256
- Financial Aid 263

Index 289

ACADEMIC CALENDAR

1998-99 School Year

The Southern Adventist University summer term consists of four 4-week sessions. Students in attendance during the 1997-98 school year may register at any time during the week immediately preceding the session.

1st Summer Session, 1998

May 5	Registration
May 5	Classes Begin
May 6	Late Registration Fee
May 7	Last Day to Add a Course/Fee for Class Change
May 15	Last Day to Drop and Automatically Receive a "W"
May 22	All Withdrawals After This Date Receive "F"
May 29	Classes End

2nd Summer Session, 1998

Jun 1	Registration
Jun 1	Classes Begin
Jun 2	Late Registration Fee
Jun 3	Last Day to Add a Course/Fee for Class Change
Jun 12	Last Day to Drop and Automatically Receive a "W"
Jun 19	All Withdrawals After This Date Receive "F"
Jun 26	Classes End

3rd Summer Session, 1998

Jun 29	Registration
Jun 29	Classes Begin
Jun 30	Late Registration Fee
Jul 1	Last Day to Add a Course/Fee for Class Change
Jul 10	Last Day to Drop and Automatically Receive a "W"
Jul 17	All Withdrawals After This Date Receive "F"
Jul 24	Classes End

4th Summer Session, 1998

Jul 26	Registration
Jul 27	Classes Begin
Jul 28	Late Registration Fee
Jul 29	Last Day to Add a Course/Fee for Class Change
Aug 7	Last Day to Drop and Automatically Receive a "W"
Aug 14	All Withdrawals After This Date Receive "F"
Aug 17-23	ACT Exam
Aug 21	Classes End

1st Semester

Aug 13-17	Faculty Colloquium
Aug 23	ACT Exam
Aug 23, 24	Freshman Orientation
Aug 24	Registration by Appointment
Aug 23, 24	Registration for pre-registered students

1st Semester, cont.

Aug 25	Classes Begin
Aug 25	Late Registration Fee
Aug 31	Fee for Class Change
Sep 7	Last Day to Add Course
Oct 4, 5	College Days
Oct 15	Mid-term Ends
Oct 15-18	Mid-semester Break
Oct 29-31	Alumni Homecoming
Oct 29	Last Day to Drop and Automatically Receive a "W"
Nov 2-13	Pre-Registration/Advisement
Nov 25-30	Thanksgiving Vacation
Dec 4	All Withdrawals After This Date Receive "F"
Dec 14-17	Semester Exams
Dec 18-Jan 3	Christmas Vacation

2nd Semester

Jan 3, 4	Registration for Pre-registered Students
Jan 4	Registration by Appointment
Jan 5	Classes Begin
Jan 5	Late Registration Fee
Jan 11	Fee for Class Change
Jan 18	Last Day to Add Course
Jan 19	Senior Class Organization
Feb 26	Mid-term Ends
Feb 26-Mar 7	Spring Break
Mar 18	Last Day to Drop and Automatically Receive a "W"
Mar 22-Apr 2	Pre-Registration/Advisement
Apr 5	Senior Deadline for Correspondence/Incompletes
Apr 16	All Withdrawals After This Date Receive "F"
Apr 26-29	Semester Exams
May 2	Commencement/Semester Ends

1st Summer Session, 1999

May 4	Registration and Classes Begin
May 28	Classes End

2nd Summer Session, 1999

May 31	Registration and Classes Begin
Jun 25	Classes End

3rd Summer Session, 1999

Jun 28	Registration and Classes Begin
Jul 23	Classes End

4th Summer Session, 1999

Jul 25	Registration
Jul 26	Classes Begin
Aug 20	Classes End

THIS IS SOUTHERN ADVENTIST UNIVERSITY

Southern Adventist University is a co-educational institution established by the Seventh-day Adventist Church* primarily to serve its constituents in the southeastern part of the United States. It is principally concerned with baccalaureate instruction but offers numerous associate degrees, a small number of one-year certificates, and a limited graduate program.

MISSION STATEMENT

The Mission

Southern Adventist University provides a Christian environment where all are encouraged to pursue truth, wellness and a life of service.

Core Values

- A Christ-centered Seventh-day Adventist campus
- Academic and professional excellence
- Hospitality and service
- Affordable education
- Balanced lifestyle

EDUCATIONAL PHILOSOPHY AND OBJECTIVES

The purpose of higher education in the Seventh-day Adventist Church is rooted in a comprehensive theological understanding of humanity in the world. The following is a summary of this understanding:

(1) Seventh-day Adventists believe that God is the Creator and Sustainer of the earth and its inhabitants. He is the Source of all knowledge.

(2) Created in the image of God for the purpose of communion with Him, mankind possessed harmonious physical, mental, spiritual, and social attributes.

(3) As a result of sin, these attributes were seriously marred, but God in His love provided a redemptive plan for the restoration of His image in humanity, thus preparing individuals for eternal personal fellowship with God.

In the context of this theological understanding, education is viewed as an essential element of redemption, including an awareness of each individual's relationship to God and a commitment of service to mankind. Education, consequently, must focus on developing the whole person. Southern Adventist University attempts to provide a spiritual, intellectual, social, and physical environment which encourages this development through the following specific objectives.

---

*This University is operated by the Southern Union Conference of Seventh-day Adventists, which is comprised of the churches in the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

Spiritual

The spiritual goal of Southern Adventist University is to enable students to grasp Christian beliefs and values as understood by the Seventh-day Adventist Church. Along with three hours of mandatory religion course work for each year of attendance, students have religious convocations and various opportunities for Christian fellowship and service to help them better internalize these ideals.

Intellectual

The intellectual goal of Southern Adventist University is to help students confront the ideas and values which underlie civilization. Course requirements and general education options aim at broadening and deepening the students' outlook. An honors program challenges the most capable students, while academic awards recognize a range of scholarly achievements.

Occupational

The occupational goal of Southern Adventist University is to prepare students for service in a practical world. Although that does not always mean specific career orientation, the major and minor course work offers useful competencies as well as skills related to specific vocations.

Social

Regarding the relationship of individuals to society, the goal of Southern Adventist University is to encourage students to attain the social maturity necessary for successful family and community living. Southern Adventist University provides activities and courses aimed at developing healthy interpersonal relations, communication skills, and decision-making abilities. This goal includes a commitment by the University to involve its students and staff in service activities which benefit both its regional constituency and local community.

Physical

Regarding personal health, the goal of Southern Adventist University is to educate students to be active in promoting their own physical well-being. Southern Adventist University is smoke-, alcohol-, and drug-free by policy, and the cafeteria offers a meatless diet. Health-oriented courses and activities combine to encourage a balance of exercise, rest, diet, study, work, and recreation.

HISTORY

In 1892 the educational venture that developed into Southern Adventist University had its beginning in the small village of Graysville, Tennessee. The school became known as Graysville Academy. In 1896 the name was changed to Southern Industrial School and five years later to Southern Training School.

In 1916, because of limited acreage available for further expansion of plant facilities, the school was moved to the Thatcher farm in Hamilton County, Tennessee. The name "Collegedale" was given to the anticipated community. At its new location, the school opened as Southern Junior College and continued as such until 1944 when it achieved senior college status and the name was changed to Southern Missionary College. In 1982 the name was changed to Southern College of Seventh-day Adventists.

In 1996 graduate studies were added to the curriculum and the name was changed again, this time to Southern Adventist University.

SETTING

Southern Adventist University's one-thousand-acre Collegedale campus is nestled in a valley 18 miles east of Chattanooga. The quietness and beauty of the surroundings are in keeping with the University's educational philosophy.

ACCREDITATION AND MEMBERSHIPS

Southern Adventist University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award one-year certificates, associate degrees, baccalaureate degrees and graduate degrees. It is also accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities.

Schools and departments of the University are also accredited by various organizations. The Association of Science and Bachelor of Science degree programs in nursing are accredited by the National League of Nursing Accrediting Commission (350 Hudson Street, New York, NY 10014, telephone number, 1-800-669-9656). The School of Nursing is an agency member of the Council of Baccalaureate and Higher Degree Programs and the Council of Associate Degree Programs of the National League of Nursing. The School of Nursing is approved by the Tennessee Board of Nursing and the Florida State Board of Independent Colleges and Universities. The School of Music is accredited by the National Association of Schools of Music. The Long-Term Care Administration program is accredited by the National Association of Boards of Examiners for Nursing Home Administrators, Inc. The Social Work program is accredited by the Council of Social Work Education.

The University is approved by the Tennessee State Board of Education for the preparation of secondary and elementary teachers. Southern Adventist University is also a member of the Association of American Colleges, the American Council on Education, the Tennessee College Association, and the American Association of Colleges for Teacher Education. The School of Education and Psychology is accredited by the National Council for Accreditation of Teacher Education.

ACADEMIC PROGRAM

Southern Adventist University offers 5 master's degree programs, 40 baccalaureate degree majors, 38 minors, 20 associate degree majors, and 2 one-year certificates. Additional preprofessional and terminal curricula are available to students seeking admission to professional schools. (See "Degrees and Curricula," page 32). Nine departments offer secondary teaching certification. Southern Adventist University is an extension campus for Andrews University, which offers the M.S.N. degree.

STUDENTS

Sixty percent of the students of Southern Adventist University come from the eight states constituting the Southern Union Conference of Seventh-day Adventists. However, most of the additional states and 48 foreign countries are also represented. There are a few more women than men.

Former Southern Adventist University students are now serving in the ministerial, teaching, medical, and other services of the Seventh-day Adventist Church at home and abroad. Others are engaged in advanced study, business pursuits, government service, research activities, private and institutional medical services, and the teaching professions on all levels.

FACILITIES

The following buildings house the academic and other activities of the University:

Brock Hall—Art, Business and Management, English, History, Journalism/Communication,
Modern Languages, Instructional Media, WSMC FM90.5
Hickman Science Center—Biology, Chemistry, Computing, Mathematics, Physics
Mazie Herin Hall—Nursing
William Iles Physical Education Center—Physical Education, Swimming Pool
Ledford Hall—Technology
McKee Library—Center for Learning Success
Miller Hall—Religion
Student Center—Computer Center, Cafeteria, Counseling and Testing Center, Campus Ministries, student activity rooms, K.R.'s Place, Student Services
Summerour Hall—Education and Psychology, Family Studies and Social Work, Teaching Material Centers, 21st Century Classroom
J. Mabel Wood Hall—Music
Lynn Wood Hall—Heritage Museum, Conference Rooms, Security
Wright Hall—Administration

Other facilities on or near campus that may serve student needs:

Collegedale Academy—secondary laboratory school
Collegedale Korean Church
Collegedale Seventh-day Adventist Church
Charles Fleming Plaza—shopping center with businesses serving the University and community. Includes:
  Adventist Book Center
  Campus Kitchen—fast foods
  Campus Shop—student bookstore and gift shop
  Collegedale Credit Union
  COMSOFT—a computer technology center
  United States Post Office
  Village Market with grocery, deli, bakery
Conference Center—guest rooms available for a fee **(1-800-277-7273)**
Health Service—located at the east end of the Conference Center
Recreational Area—tennis courts, track, playing fields
Spanish-American Seventh-day Adventist Church
Arthur W. Spalding Elementary School—laboratory school
Student Apartments
Student Park
Talge Hall—men's residence hall
Thatcher Hall—women's residence hall

Various auxiliary and vocational buildings house University industries and service departments.

ADMISSIONS

Southern Adventist University welcomes applications from students who seek a university career that unites spirituality and academic integrity and who commit themselves to an educational program designed according to Christian principles as taught by the Seventh-day Adventist Church. The University does not discriminate on the basis of age, gender, race, color, ethnic or national origin, religion, or handicap.

PREPARATION FOR FRESHMAN STANDING[1]

Applicants for regular admission as freshmen must submit two satisfactory recommendations to the Admissions Office and satisfy one of the following three conditions at the time of enrollment:

Regular Acceptance

A. Graduate from an approved secondary school, including Home Study International, with a grade point average (GPA) of at least 2.00 (on a 4.00 scale) in major subjects,[2] have a minimum composite score of 18 on the Enhanced American College Test (ACT) or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I.

B. Pass the General Education Development (GED) test with all sections not less than 45 or total score of not less than 225, have a composite score of 18 on the Enhanced ACT or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I, and be eighteen years old by June 1 (prior to admission). Each applicant must have an official transcript of his or her grades and credits sent to the Admissions Office from the high school most recently attended.

C. Complete a minimum of eighteen secondary school units, fourteen of which must be in major subjects[2], with a minimum GPA of 3.00 in the major subjects, and have a minimum composite score of 18 on the Enhanced ACT or a minimum of 710 on the Scholastic Aptitude Test (SAT) or 840 on the Recentered SAT I. It is recommended that the GED exam be taken prior to enrolling at SAU if you plan on attending graduate or professional school.

Students meeting early entrance requirements and planning on Federal Financial Aid, please refer to the financial section for additional information.

Southern Adventist University must have received a final official high school transcript or GED scores and a transcript from the high school last attended from each new student before he or she will be admitted to registration.

Acceptance on Academic Probation

A. If either the high school GPA or ACT/SAT composite score is below the minimum requirements as stated above, the student may be accepted on academic probationary status.

---

[1] Those planning to enter professions such as nursing or music education should consult school admission requirements.

[2] Bible, English, mathematics, natural science, social science, and foreign language.

B. Students accepted on academic probation may take no more than 12 semester hours during the first semester.

If both the high school GPA and the Enhanced ACT composite score or SAT score are below the minimum requirements (2.00 and 18 or 710 respectively), it will be necessary for the student to take a minimum of six semester hours (in solid courses) and maintain a college GPA of 2.25 before being accepted at Southern Adventist University. These six hours may be taken at Southern Adventist University during the summer (last session excluded) or at another accredited college or university.

Subjects Required for Admission

Applicants to freshman standing must have the following subjects in their secondary program:

1. Three units of English, excluding journalism and communication.
2. Two units of mathematics, including algebra.
3. Two units of science or an ACT score of 14 in science reasoning. A college class in biology, chemistry, or physics must be taken in addition to general education science requirements if this condition is not met.
4. Two units of social studies. If one of these two units is not World History, HIST 174, 175, 364, 365, 374, 375, 386 or 389 must be taken as part of the general education requirements.
5. Two units in a foreign language are required for a B.A. degree. If deficient, one year of a foreign language at the college level will be required.
6. Computer competency is strongly recommended.

ADMISSION OF HOME SCHOOLED STUDENTS

Students who have had three or more years of their high school education in a Home School setting, must submit the following documents to facilitate the admissions process at Southern Adventist University.

1. A regular Southern Adventist University undergraduate application.
2. A comprehensive description of their program of study at home.
3. A personal statement reflecting on the value of their Home School experience.
4. ACT or SAT test results.
5. Two recommendations from outside the home.

A home schooled student is also required to pass the GED exam if they have less than one year of formal high school education and if they have not received a valid official high school diploma.

High school correspondence courses presented for credit must be accredited by the Distance Learning and Training Council (DETC), formerly the Accrediting Commission of the National Home Study Council. The official transcript must be sent directly to the SAU Admissions Office with date of graduation indicated.

ADMISSION TO THE SCHOOL OF NURSING

Students applying to nursing courses as freshmen or as transfer students should refer to the Nursing section of the *Catalog* for admission requirements.

ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to Southern Adventist University from another accredited college or university must follow the same application procedure as

other students. Transfer credits may be applied toward the requirements for a degree when the student has satisfactorily completed a minimum of twelve semester hours in residence. Credit by examination taken at other colleges will be accepted according to Southern Adventist University standards (see "University Credit by Examination" in the Academic Policies section of the *Catalog* on page 42). A maximum of 72 semester hours may be accepted from a college where the highest degree offered is the associate degree. Background deficiencies revealed by transcripts and entrance examinations will be given individual attention.

Credit will be granted for courses taken at institutions which are not regionally accredited only after the student has completed at least 16 semester hours at Southern Adventist University with a 2.00 or better average. Only those courses that are comparable to Southern Adventist University courses and for which the student has earned a "C" grade or better will be accepted.

A student who has been dismissed from another institution because of poor scholarship or citizenship, or who is on probation from that institution, is not generally eligible for admission until he can qualify for readmission to the institution from which he has been dismissed. **Transfer students must submit both their college and high school official transcripts to the Admissions Office before being admitted to registration. All transfer students must show evidence of ACT (American College Test) or SAT (Scholastic Aptitude Test) prior to registration at Southern Adventist University.**

ADMISSION OF SPECIAL STUDENTS

Mature individuals who do not meet the above University admission requirements and who do not wish to become degree candidates, or otherwise qualified students who may desire limited credit for transfer to another institution of higher learning, may register as special students. A special student may enroll for a maximum of five semester hours per term.

EXTENSION CLASSES

Extension classes are university classes offered on the campuses of Southern Union academies as an opportunity for seniors to earn university credit in skills areas that will fulfill part of the General Education requirements at Southern Adventist University. Instructors are academy teachers who are qualified with appropriate credentials and experience.

To enroll in an extension class, students must be members of the senior class with a grade point average of 3.00 or above during the years of their secondary education.

The extension classes must duplicate as nearly as possible their university counterparts in content, degree of difficulty, testing and grading. The use of formal Advanced Placement (AP) courses may be used where such are available.

Southern Union academies that would like to participate in this program must contact the Academic Dean to make application.

ADMISSION OF INTERNATIONAL STUDENTS

An international student applying to Southern Adventist University must have completed the equivalent of a United States high school (secondary) education. The student is required to list only the institutions and dates attended on the application forms, but will not be accepted to Southern Adventist University until the University has received original records or official copies of all credits, degrees, diplomas and other credentials, with validation by school or national

officials. These should be in the original language, accompanied by a translation (not an interpretation) in English, and certified by an American Embassy official if possible.

The Director of Records of Southern Adventist University will evaluate academic documents received for international students based on the recommendations found in the World Education series of booklets published by the American Association of Collegiate Registrars and Admissions Officers and Patterns of Seventh-day Adventist Education, published by the General Conference of Seventh-day Adventists.

Students from countries which administer the G.C.E. (General Certificate of Education) examinations must have earned five (5) or more "0" level academic subject passes (generally at one sitting, with marks 1 through 6 or A through D). Subjects must include English, a natural science, and three others selected from a second language, mathematics, science, and social studies.

Proficiency in English, both written and oral, must be proven before admission. This may be done by taking the Test of English as a Foreign Language (TOEFL). Students whose TOEFL score is 550 meet the official admission level, but students with scores between 450 and 549 may be admitted only on condition that they will enroll for special English language proficiency classes. These students must enroll as special advisees of the English Department which administers the language classes. Students whose TOEFL scores are below 450 are not eligible for admission to the University. The ESL adviser will retest all students who arrive without TOEFL scores or who do not meet the above criteria. (Students who present a Michigan test score for admission to the ESL program will be placed accordingly. See criteria for placement.)

All ESL students on F-1 visas must register for no fewer than 12 credit hours; therefore, ESL students in the Intermediate level will register for a minimum of 12 credit hours: 10 credit hours in the ESL program and 2-3 credit hours in a course designated by the ESL adviser in the English Department. ESL students in the Advanced level will register for a minimum of 12 credit hours: 7 credit hours in the ESL program and 5-6 hours in courses designated by the ESL adviser in the English Department in consultation with an adviser in the student's concentration. For details, see the English Department sections of the *Catalog*.

In addition to the regular University expenses, there are other expenses for an international student. (Please refer to the Financial Information section of the *Catalog*.)

According to U.S. Immigration laws, international students may not work more than 20 hours per week and may be employed only on the University campus.

International students should not leave their homeland until they have in their possession:

1. An admissions letter of acceptance from Southern Adventist University
2. I-20 form (Immigration and Naturalization Service)
3. A valid passport
4. A valid visa to enter the United States
5. Sufficient funds for the first year at Southern Adventist University (in addition to the international security deposit required of all non-U.S. citizens).

APPLICATION PROCEDURE FOR ADMISSION

- Prospective students should request application forms from the Office of Admissions.
- Completed applications should be returned to the Office of Admissions with an application fee of $20.
- It is the student's responsibility to request any former schools (high school and college) to forward transcripts to the Office of Admissions in support of the application. These will become the property of the University. NO TRANSCRIPT WILL BE ACCEPTED DIRECTLY FROM AN APPLICANT.
- Students transferring from another college or university must show evidence of ACT (American College Test) or SAT (Scholastic Aptitude Test) prior to registration at Southern Adventist University.
- Upon receipt and evaluation of the application, transcripts of credits, recommendations, and test scores, the Admissions Office will notify the applicant of the action taken.

WHEN TO APPLY OR REAPPLY

New students are urged to submit applications no later than the last term of the senior year of high school. Applications submitted at the beginning of the senior year will sometimes enable the University to suggest ways of strengthening the student's preparation. Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.

Students in residence may submit reapplications without charge until April 30; thereafter the regular application fee of $20 will be required.

ADMISSION TO GRADUATE PROGRAMS

Students planning to enroll in master's degree programs should write for information from the respective School from which the graduate degree is offered.

STUDENT LIFE AND SERVICES

A university is not only classroom instruction, but also a mode of association. The effectiveness of the University program is enhanced if students develop their interests and meet their needs through participation in the nonacademic activities provided. Students are encouraged to take advantage of the facilities and opportunities planned for their cultural, social, and spiritual growth.

RESIDENCE HALL LIVING

Living in a university residence hall with its daily "give and take" prepares the student to meet life with equanimity, teaches respect for the rights and opinions of others, and offers first-hand experience in adjusting to a social group. Talge Hall houses male students and Thatcher Hall houses female students.

To assure students this beneficial experience, the University requires those students who take more than three semester hours of class work and who are unmarried, under 23 years of age, and not living with their parents or other approved relatives in the vicinity, to reside in one of the residence halls.

REHABILITATION ACT (1973) Section 504: Services for Students with Special Needs

Southern Adventist University is dedicated to the elimination of architectural and prejudicial barriers which prevent any qualified person from attending. All applications are welcomed. Students who anticipate the need for special services are encouraged to arrange with the Learning Success Center for a visit to the campus at which time the applicant will receive information concerning all features of campus life and can share with the University officials any information pertinent to personal needs.

DINING

For the promotion of student health and enjoyment, Southern Adventist University provides a complete vegetarian cafeteria service, organized to serve the students' needs. The spacious dining hall is an inviting center of social and cultural life at the University, and service by the cafeteria staff is available for the many student and faculty social functions. Auxiliary dining rooms are available for meetings of various student or faculty organizations. Two vegetarian fast-food shops are also operated on the campus by the Food Service Department. K.R.'s Place is conveniently located in the Student Center and the Campus Kitchen is at nearby-by Fleming Plaza.

CHAPLAIN'S OFFICE

Any student of Southern Adventist University has the opportunity to enrich his/her personal relationship with Jesus through Campus Ministries' activities. Through the programs coordinated from the Chaplain's Office, students can engage in a wide variety of on- and off-campus spiritual activities. CARE ministries is the acronym for Collegiate Adventist Reaching Everyone. Student leaders working with the campus chaplain direct out-reach activities such as Campus Ministries, CABL (Collegiate Adventist for Better Living), Destiny Drama Company, Collegiate Missions, and numerous religious programs.

Southern Adventist University enjoys a reputation of having a strong commitment to mission service. There are opportunities for short-term mission projects as well as traditional student missionary positions or volunteer task force

positions. The "Call Book" which is published by the General Conference Youth Ministries Department is available in the Chaplain's Office located in the Student Center on the third floor of Wright Hall. Students interested in any mission or task force position may work through the Chaplain's Office for information and placement in mission positions.

The campus chaplain serves as a pastor for the University campus. The chaplain is available for spiritual counseling, personal and relationship concerns, or any situation in which students desire personal and professional counseling. It is the desire of the Chaplain's Office to provide a safe, confidential setting for students to discuss personal issues.

Since many university students choose a life partner while here at the University, the Chaplain's Office provides various premarital inventories and counseling programs to aid in the establishment of healthy Christian relationships.

CAREER SERVICES

Key elements in selecting an academic major and career are discovering one's interests and abilities. The Counseling Center invites students to discuss career options, self-assessment, aptitudes, interests, and goals with a counselor.

The Counseling Center offers assistance in résumé and cover letter preparation, graduate school and employment application processing, and job interview preparation. Recruiters from professional schools and businesses regularly visit the University to interview seniors. Annual job opportunities and health career fairs provide students with opportunities to network with employers.

COUNSELING AND TESTING SERVICE

During registration each student is assigned an academic adviser who will assist in program planning and give advice and guidance on academic questions throughout the school year. Students may also seek counsel concerning academic or personal problems from any member of the faculty.

Students with personal problems who wish assistance from a professional counselor should contact the Counseling and Testing Center. Personnel trained in counseling and testing are available to those with social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and counselors. Students are urged to take advantage of the testing service as a means of obtaining information useful in personal, educational, and career planning.

Southern Adventist University is an established non-Saturday National Test Center for the administration of entrance examinations for students applying to graduate and professional schools. Contact the Counseling and Testing Center for test applications and test date information.

HEALTH SERVICE

The Health Service is administered by a nurse director in cooperation with a university physician and the Vice President for Student Services. The director uses the physician's standing orders and maintains regular office hours. The University physician holds regular clinic hours each weekday morning.

An infirmary is provided and staffed in the evenings and at night by live-in registered nurses who are continuing for their B.S. degrees. These nurses are available to students on an on-call basis.

The Health Service is available to all residence hall occupants and all students taking seven or more hours (three hours in the summer). The infirmary is available

to all residence hall occupants. There is no charge for seeing a nurse or using the infirmary. There is a minimal charge to cover costs of equipment used in some treatments. Medications given are charged by the pharmacy.

All international students, including spouses and all dependents, must purchase the Student Accident and Sickness Insurance Plan. All other students who are taking six hours or more, or who are living in University housing must purchase the insurance or show proof of coverage by another policy. Spouses of students and those taking less than six hours may also purchase the plan. A policy brochure describing complete benefits and terms is given to each student at registration. In case of major illness, students may be referred to off-campus hospital facilities.

ORIENTATION PROGRAM

Southern Adventist University has a personal interest in the success of the student desiring a university education. There is much that the student must do to get acquainted with the academic, social, and religious life of the University by perusing this bulletin and the *Southern Adventist University Student Handbook.* Instruction and counsel are given which will help the student better understand the university program and what is expected of him/her as a citizen of the University community.

Orientation for new freshman students is held prior to registration for the fall term. It includes examinations and instruction helpful in course planning. The student is introduced to the facilities, purposes, and functions of the University. Social occasions are also provided when students may meet faculty members and fellow students. All new freshman students are required to attend the orientation program.

STUDENT EMPLOYMENT SERVICE

Southern Adventist University encourages every student enrolled to organize his/her educational program on the study-work plan. It is a policy of the University to give students first priority for jobs. If a student wants to work, is physically and emotionally able to work, and has arranged his class schedule to accommodate a reasonable work schedule, he should be able to obtain employment on campus. Students seeking employment should contact the Personnel/Student Employment Office.

STUDENT ASSOCIATION

Every student at Southern Adventist University who is taking eight or more semester hours of class work is a member of the Student Association with voting privileges in the election of officers. Opportunities for leadership development and for cooperation in achieving the objectives of Southern Adventist University are afforded by the Association. The Association assists the University administration and faculty in the implementation of policies and assumes responsibility in giving direction to campus activities entrusted to it.

The Association's activities are coordinated and communicated through the Student Senate and Cabinet and their several committees. The activities include the publishing of the newspaper, *Southern Accent;* the yearbook, *Southern Memories;* the weekly announcement sheet, *Campus Chatter;* and the student-faculty pictorial directory, *Joker.*

The activities and responsibilities of the officers and the detailed organization of the Student Association are outlined in the *Student Association Constitution and Bylaws.*

CAMPUS ORGANIZATIONS

In addition to the Student Association and its committees, more than thirty campus organizations provide opportunities for enrichment, leadership training, and enjoyment. They include church-related organizations— Campus Ministries, Student Ministerial Association, Collegiate Adventists for Better Living; clubs related to academic interests sponsored by the departments; social clubs—Married Couples' Forum, Sigma Theta Chi (women), Upsilon Delta Phi (men), Black Christian Union, and special interest or hobby clubs.

Students may join any of the clubs but must have a cumulative grade point average of 2.25 or a grade point average of 2.50 for the previous semester to hold any office.

CONCERT-LECTURE SERIES

Each year a concert-lecture series featuring significant artists and lecturers is provided for students, generally in connection with the weekly assembly program. The cost of admission for students is included in the tuition.

STANDARDS OF CONDUCT

In harmony with the objectives of the University, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity appreciate standards that elevate and ennoble. Admission to Southern Adventist University is a privilege that requires the acceptance of and compliance with published and announced regulations. Only those whose principles and interests are in harmony with the ideals of the University and who willingly subscribe to the social program as ordered are welcomed. It therefore follows that since students at Southern Adventist University receive an education subsidized by the Seventh-day Adventist Church, those who engage in activities determined to be detrimental to the church on or off campus will not be knowingly accepted or retained.

A student who is out of harmony with the social policies of the University, who is uncooperative, and whose attitude gives evidence of an unresponsive nature may be advised to withdraw without specific charge. The use of tobacco or alcoholic beverages, the improper use of drugs, card playing, dancing, profane or vulgar language, hazing, and improper associations are to be avoided.

Each student is expected to acquaint himself with the standards of conduct published in the *Southern Adventist University Student Handbook*. The handbook includes levels of social discipline and the appeal route. A copy may be obtained from the office of the Vice President for Student Services. Interim announcements of policies adopted by the faculty are of equal force with those listed in official publications.

ASSEMBLY AND WORSHIP SERVICES

In private parochial education it has been shown that elimination of residence hall worships and all school-wide convocations is the first step toward the separation of the school from its sponsoring church. Convocation exercises in the residence halls and for the entire student body serve educational and religious purposes. They also provide an element of unity which is one of the most desirable features of private education such as is found at Southern Adventist University. The religious emphasis weeks and the weekend church services assist in the spiritual growth of the students. Students are required to attend these services regularly.

Failure to do so will jeopardize the student's current status and readmission privileges.

PHOTO RELEASE

By registering at Southern Adventist University, students authorize the use and reproduction by the University, or anyone authorized by the University, of any pictorial images (including conventional, video, and digital photography) taken of them while enrolled at Southern Adventist University, without compensation. All negatives, positives, and prints shall constitute Southern Adventist University property, solely and completely.

Academic Enrichment Services

E. A. ANDERSON LECTURE SERIES

The E. A. Anderson Lecture Series is an annual feature of the business curriculum. The series is made possible by the generosity of E. A. Anderson of Atlanta, Georgia, for the purpose of giving the student a broader understanding of the business world. The public is invited to attend the lectures free of charge; however, for a fee, continuing education credit is available. Lectures are presented at 8 p.m. on Monday evenings during the second semester, in the E. A. Anderson Business Seminar Room, Brock Hall, Room 333.

EUGENE A. ANDERSON HEILLER ORGAN CONCERT SERIES

The Anderson Heiller Organ Concert Series was initiated in 1986 to provide world-class organ concerts. These concerts and workshops are presented by foremost organists from throughout the world. Selected performances are broadcast internationally on the American Public Radio Program, "Pipe Dreams." The series is made possible through the generosity of Eugene A. Anderson of Atlanta, Georgia, for the education and enjoyment of the students and the public. Because of its uniqueness, this series attracts organists and other fine arts enthusiasts from all areas of the country.

The Anton Heiller Memorial Organ, a 70-stop 108-rank tracker, was dedicated in the Collegedale Seventh-day Adventist Church in April 1986. A second instrument, a mean-tone organ with two manuals and 13 stops, is housed in Ackerman Auditorium. Both were built by John Brombaugh and Associates of Eugene, Oregon.

FLORENCE OLIVER ANDERSON LECTURE SERIES

Each year the School of Nursing at Southern Adventist University brings nationally recognized experts in the health field on campus to address the professional community. Southern Adventist University believes education to be a dynamic lifelong process and is committed to providing professional nurses with continuing education opportunities, as well as exposing student nurses to the importance of self-initiated education.

This series of seminars is dedicated to excellence in nursing and is made possible by the generosity of the late Florence Oliver Anderson.

CHAMBER MUSIC SERIES

Ackerman Auditorium in J. Mabel Wood Hall is the setting for the Chamber Music Series. Each semester two or three artists and/or ensembles provide a variety of listening experiences for students, faculty, and the community. Artists are chosen in such a fashion that over a four-year period a student can become acquainted with solo and ensemble music of many style periods. Master classes are often scheduled in conjunction with a concert.

CLASSIC FILM SERIES

Christian education involves the difficult challenge of learning to live in a secular society while remaining critical of its values. To this end, the Classic Film series, sponsored by Student Services and the History Department, seeks to present films that are historically significant but also informative and entertaining. They are intended to augment the educational and cultural experience of students at the

university level and encourage the application of critical thinking to popular culture. Critical notes are provided to aid in deciphering the film's latent content from its manifest content.

E. O. GRUNDSET LECTURE SERIES

The E. O. Grundset Lecture Series is jointly sponsored by the Southern Adventist University Chapter (Kappa Phi) of the Beta Beta Beta National Biological Honor Society and the Biology Department. Five or more lectures are presented each semester by guest speakers. The general public is invited.

The lectures are divided into two categories. The *Technical Research Seminars* are designed to update students, faculty, and the community on current biological research as well as to illustrate to students how biological knowledge is acquired through research. The *Natural History Lectures* are less technical and provide a general understanding of organismic and ecological biology, either by a description of the plants or animals in a certain region or an account of the behavior, habits, or ecology of certain species.

ROBERT H. PIERSON LECTURE SERIES

The Robert H. Pierson Lectureship is sponsored annually by the School of Religion at Southern Adventist University under the auspices of the Ellen G. White Memorial Chair in Religion to facilitate the training of ministers in Biblical Studies, Theology, History, Adventist Heritage, Homiletics, Administration, and in other areas of preparation.

THOMAS F. STALEY LECTURE SERIES

The Thomas F. Staley Foundation is a private, nonprofit organization, established to administer funds to further the Evangelical witness of the Christian church on university campuses.

Administered through the School of Religion, the trustees of this Foundation provide speakers who truly believe and effectively propagate the Gospel of Jesus Christ in its historical and scriptural fullness.

CENTER FOR LEARNING SUCCESS

The Center for Learning Success provides staff and equipment in a supportive environment to help students, particularly those with learning differences, discover and utilize their strengths in the achievement of their spiritual, social, and academic goals. Students have access to specialized equipment, trained tutors, and a Learning Disabilities Specialist. All students with documented disabilities are advised to register with the Center soon after they first arrive on campus. Call 238-2574 for information or appointments.

INSTRUCTIONAL MEDIA

The Instructional Media Service provides audio-visual services to the University administration, faculty, staff, and students. The full-time staff includes a director, secretary, and service technician.

LIBRARIES

McKee Library provides both print and nonprint educational materials for the students and faculty of the University. Open stacks, pleasant areas to read or study, current periodicals, and a large microform collection contribute to the enjoyment of learning. Special collections in the library include the Seventh-day Adventist

Heritage Collection: books and materials by SDA authors and about the Seventh-day Adventist Church; and the Dr. Vernon Thomas Memorial Civil War and Abraham Lincoln Collection: books, letters, manuscripts, newspapers, pamphlets, pictures, paintings, maps, and artifacts of this period in American History.

The combined collection of these libraries contains over 500,000 items. Over 1,100 periodicals are currently received which include a large number of titles kept permanently on microform. McKee Library has an online computerized card catalog as well as a computerized magazine index and offers access to the Internet. Various databases are available on CD-ROM. The library is a member of Ohio College Library Center and charter member of the Southeastern Library Network automated systems.

The facility has been in use since 1970, and provides seating for 350, including 183 individual study carrels.

An educational curriculum library, the Teaching Materials Center, is housed on the second floor of Summerour Hall. It contains elementary and secondary textbooks, curriculum guides, teaching aids, a laminator, copier, computers, and video viewers. The center features a large collection of Ellison letter cutters in a handy work area. The TMC contains over 10,000 books, pictures, videos, posters, and realia designed to help teachers, students, and community members produce interesting presentations.

MARINE BIOLOGICAL STATION

Southern Adventist University is affiliated with Walla Walla College's Rosario Beach Marine Biological Station to enrich and supplement its on-campus programs.

This Marine Biological Station is located on Fidalgo Island in the Puget Sound in the state of Washington and provides students with opportunities to study marine habitats in a temperate climate. This station also furnishes facilities for summer class work and research. Its close proximity to biomes ranging from sea bottom to Alpine tundra provides an excellent opportunity for instruction and investigation.

WSMC FM90.5

WSMC FM90.5 (Chattanooga's classical station) is a 100,000 watt, noncommercial, fine arts radio station licensed to Southern Adventist University.

WSMC provides training for students in the field of broadcasting. The station regularly hires between 15 and 20 students as on-air announcers, reporters, or production assistants. The station is an excellent way for the student to receive hands-on experience in the field of broadcasting.

WSMC represents the University to the Greater Chattanooga community, with a coverage area including a 100-mile radius of Chattanooga. Founded in 1961, it is the oldest noncommercial fine arts station in southeastern Tennessee. WSMC was the first radio station in a seven-state region to receive satellite capability. The station also exists as an outreach of the University—striving to enhance the quality of life in the community.

The station produces high-quality fine arts, informational, educational, and inspirational programs. WSMC is affiliated with Public Radio International.

WSMC's broadcast studios are located in Brock Hall. The facility includes a studio-quality production room, news room, music library, and on-air studios.

ACADEMIC POLICIES

PLANNING A COURSE OF STUDY

When planning their course work, students should acquaint themselves with their chosen program of study and graduation requirements outlined in this *Catalog*. Students who have not decided their course of study before entering the University may take a general program exploring several fields. This approach need not result in loss of credits if carefully planned.

Freshman students may consult faculty members during the summer months before the beginning of the fall term. Students planning to teach should consult the School of Education and Psychology to include teacher education courses as a part of their program in order to qualify for denominational and state certification.

Degree candidates are responsible for satisfying all degree requirements. They may choose to meet the requirements of any one catalog in effect during the period of residency. If students discontinue their education for a period of twelve months or more, they must qualify according to the catalog in force at the time of their return.

GENERAL DEGREE REQUIREMENTS: Master's Degree

The general and specific degree requirements for a master's degree are described in a separate *Graduate Catalog*, available by writing to the graduate school. Master's degrees are available in the fields of Education, Counseling, Business, Software Engineering, and Religion.

GENERAL DEGREE REQUIREMENTS: Baccalaureate Degree

The general degree requirements for a baccalaureate degree are as follows:

- Satisfactory make-up of admissions deficiencies.
- A minimum of 124 semester hours with a resident and cumulative grade point average of 2.00 (C) or above.* Students earning the Bachelor of Music degree will take 132 semester hours.
- A minimum of 40 hours of upper division credit, to include at least 14 upper division hours in the major for a B.A. degree and at least 18 upper division hours in the major for all other degrees.
- Completion of a major and minor (two majors accepted) for a B.A. degree or completion of a major for other degrees with a cumulative grade point average of 2.25 in the major,* completion of the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C-" will not be applied on a major or minor. Grades of "C" or better are required for the Nursing major and grades of "C" or better are required for Nursing cognate courses.
- More than one major may be earned provided all courses required for each major and its cognates are completed. Each major must include a minimum of 20 semester hours that do not overlap with any other major or minor.

---

*For educational certification, the minimum grade point average (GPA) of 2.50 must be met both in education and in the field of certification. In elementary education, a GPA of 2.50 is required in the major and in required non-major subjects. The music major requires a GPA of 2.25 both in applied music and other music courses. The nursing major requires a GPA of 2.50 in cognate courses as well as in the major. The medical technology major requires minimum grades of C- and a minimum average of 2.25 in the major and cognates. All School of Business and Management majors require a minimum 2.25 GPA in the major and overall.

GENERAL DEGREE REQUIREMENTS: Baccalaureate, cont.

- More than one minor may be earned provided all courses required for each minor are completed. Each minor must include a minimum of 12 semester hours that do not overlap with any other major or minor.
- Completion of an examination as required by the department or school.
- Students wishing to obtain a second degree will need to complete, beyond the 124 minimum hours required, a minimum of 30 hours, including 16 hours upper division, and a new major.
- Completion of General Education requirements as spelled out in the "General Education Requirements" section of this *Catalog*.

GENERAL DEGREE REQUIREMENTS: Associate Degree

- A minimum of 64 semester hours and a resident and cumulative grade point average of 2.00 (C) or above. Nursing majors need 69 semester hours and a minimum cumulative GPA of 2.50.
- Completion of a major, the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than "C-" will not be applied on a major.
- Students who have completed one associate degree and who wish to obtain another associate degree may do so upon completion of the curriculum prescribed for the second degree.
  The work completed for the second degree must include at least 24 hours in residence over and above the number of hours earned for the first degree. If the second associate degree is earned subsequent to the first associate degree, the requirements for the second degree will be governed by the provisions of the *Catalog* in effect at the time the student re-enters the University for work toward the second degree.
- Students who wish to obtain an associate degree at the time they receive a baccalaureate degree may do so if the degrees are in different fields. If requirements for an associate and a baccalaureate degree in the same field are completed at the same time, only the higher degree will be conferred.

ONE-YEAR CERTIFICATE REQUIREMENTS

- A minimum of 32 semester hours which meet the requirements of a specific one-year program.
- A resident and cumulative grade point average of 2.00 (C) or above. Grades in the technical area below "C-" will not be accepted.

GENERAL REQUIREMENTS: Minor

- A minimum of eighteen semester hours of which six must be upper division credit.

CLASS STANDING

Freshmen	0-23 semester hours
Sophomores	24-54 semester hours
Juniors	55-93 semester hours
Seniors	94 semester hours

Eligibility for class office requires a grade point average of 2.25 and a good citizenship record.

GRADUATION REQUIREMENTS

Degree Candidacy: A student becomes a degree candidate when s/he enters the school term during which it will be possible to complete all requirements for

graduation. Formal application for graduation must be made during the fall registration of the senior year.

Dates of Graduation: The date of graduation will be (a) the date of commencement for those graduating at the close of the school year; (b) the last day of the semester for those finishing first semester; and (c) for others, the last day of the month in which graduation requirements are met and an official transcript is received at the Records Office. A commencement service occurs at the end of the second semester of each school year.

Transcripts: Before a student will be allowed to graduate, transcripts of all correspondence and transfer credits must be received at the Records Office.

Participation in Graduation Exercises: Students are allowed to participate in commencement exercises only if they have completed all the courses they need for graduation or if they submit approved plan for completing their courses during the summer.

Prospective Summer Graduates: A $200 fee is charged to students who are listed on the May graduation program as prospective summer graduates. This fee is refundable only if the degree requirements are completed by August 31 and an official transcript is on file in the Records Office. Criteria for students to be listed on the graduation program as prospective summer graduates are as follows:

1. They must lack no more than six hours of regular course work or eight hours of internship.
2. They must submit a plan showing how they can complete the hours they lack in the summer.
3. They must have all Incomplete grades made up, challenge examinations completed, etc. at the same time as the May graduates—three to four weeks prior to commencement.
4. They must meet the minimum GPA standards at Southern Adventist University, overall, and in the major as of midterm of the second semester.

Deferred Graduation: Students ordinarily graduate under the requirements of the *Catalog* of the year in which they enter the University. Students who are studying for a baccalaureate degree and fail to graduate within six calendar years (four years for an associate degree), must plan to conform to the current *Catalog*.

RESIDENCE REQUIREMENTS

Baccalaureate Degree: Thirty of the thirty-six semester hours completed immediately preceding the conferment of the baccalaureate degree must be taken in residency. The total hours taken in residence must include fifteen in upper division, of which nine must be in the major and three in the minor fields.

Associate Degree: Thirty of the thirty-six semester hours completed immediately preceding the conferment of the associate degree must be taken in residence. The total hours taken in residence must include fifteen in the major field of study and three in the minor if a minor is taken.

Certificate Programs: Eighteen semester hours of credit must be completed in residence immediately preceding the conferment of a one-year certificate.

Transfer Credit: Prior arrangements must be made with the Records Office to take courses for transfer credit at another college or university during any session the student is simultaneously enrolled at Southern Adventist University and during any summer after initial enrollment. See department/school sections of the *Catalog* for classes which must be taken in residence.

PREREQUISITE FOR TAKING UPPER DIVISION CLASSES

Students must complete forty semester hours of 100 and 200 level courses (lower division) before enrolling in a 300 or 400 level course (upper division). **The English Composition and mathematics requirements in area A, Basic Academic Skills, of General Education must be met before enrollment in upper division classes.**

GENERAL EDUCATION

General Education is an important part of what students experience at Southern Adventist University. It is provided through several programs, four of which are described here—Writing Across the Curriculum, Community Service, General Education Course Requirements, and Southern Scholars.

Writing Across the Curriculum: The Writing Across the Curriculum program at Southern Adventist University is one of the longest-running programs of its kind in the nation. The goal of the program is to assist students in developing writing skills suitable to various disciplines. Such skills will also make students more competitive in the job market. Thus, candidates for the bachelor's degree must complete three writing-emphasis classes as outlined in the general education requirements. These classes are carefully tailored to emphasize personal growth in writing skills through both spontaneous and planned writing exercises. Students should also expect writing requirements in courses other than those designated as writing-emphasis courses.

Community Service: Promotion of voluntary, unselfish service to mankind is a thread that runs through all programs of study at Southern Adventist University. Volunteerism, however, cannot be mandated. It can only be encouraged. Students at Southern are encouraged to volunteer for community service through government, philanthropic, cultural, political, church, medical, educational, environmental, and other organizations and agencies or through individual projects. Based on nominations from each academic department, Community Service Awards are presented each year at the annual Awards Assembly to students who have made an exceptional contribution of time and effort in serving others.

General Education Course Requirements: While recognizing the validity of many different general education programs, the faculty of Southern Adventist University have designed the following sequence that provides development of academic skills and opportunities for self-fulfillment, and conveys basic values of both the Seventh-day Adventist Church and western civilization. Students may exercise considerable latitude when selecting courses to comply with General Education requirements. A comprehensive general education test is required of all four-year seniors.

	Semester Hours	
	Assoc.	Bachelor's
AREA A. ACADEMIC & COMMUNICATION SKILLS		
A graduate of Southern Adventist University can use the skills of reading, writing, and mathematics.		
Underlying all general education requirements are the basic academic skills of English and mathematics. It is important for a graduate to be able to discern an author's organization, arguments, and supports, and to write coherently, fluently, and grammatically. Graduates need numeric and symbolic computation skills to function successfully in our scientific and technological society.		

	Semester Hours Assoc.	Bachelor's
AREA A. ACADEMIC & COMMUNICATION SKILLS, cont.		
All English Composition and mathematics requirements in Area A must be completed before upper division work is undertaken. *Upper division transfer students may take Area A requirements concurrently with upper division classes.*		
1. English ENGL 101 and 102 are required for both the associate and bachelor's degrees. Students with an Enhanced ACT English score below 17 must take English 100 before enrolling in ENGL 101. ESL students with TOEFL scores below 550 must take the designated ESL courses and raise their TOEFL scores to 550 before enrolling in ENGL 101.	*6-9*	*6-9*
2. Mathematics Students with a Mathematics ACT score below 22 must take one mathematics course (100 level or above). MATH 080 is required of all students who meet none of the following criteria: 1) ACT Mathematics score of 16 or above, 2) ACT Mathematics Elementary Algebra subscore of 8 or above, 3) Completion of high school Algebra II with a grade of C or better.	0-3	0-3
3. Candidates for the bachelor's degree must complete three writing-emphasis classes. These classes are identified by a "(W)" following the course name, [e.g., History of the South (W)] in the departmental listings. One such class must be in the student's major field and one must be outside the major field. The third may be chosen from any area. The writing done as a part of the program overseas completed by students majoring in International Studies will be accepted in place of a specially designated "W" course in the major.		
AREA B. RELIGION A graduate of Southern Adventist University has a knowledge of the Bible and a sense of Christian community based on the teachings, beliefs, and history of the Seventh-day Adventist Church. A correct understanding of the human condition results from a knowledge of the Bible as God's word, a commitment that springs from that truth, and a system of values derived from such knowledge and insight. *Transfer students must take 3 hours for each year or part thereof in attendance at an SDA college or university with a minimum of 6 hours. Bachelor's degree students must take at least three hours from each of the first two sub-areas and include one upper-division class.*	6	12
1. Biblical Studies All RELB courses.		
2. Religion and Theology Studies All RELT courses. (Only one of RELT 317, 318, or 424 will apply.)		
3. Professional Studies One course may be chosen from RELP 251, 354, 465, or 468.		

	Semester Hours Assoc.	Bachelor's
AREA C. HISTORY, POLITICAL, AND ECONOMIC SYSTEMS		

A graduate of Southern Adventist University has knowledge of history and the skill to analyze political and economic systems. It is essential that one have an historical perspective in a society that allows its members a voice in shaping its political, social, and economic institutions. *Students with less than one secondary school credit for World History must include one of the following: HIST 174, 175, 364, 365, 374, 375, 386 or 389.*

1. History	3	6
All HIST courses except 490.		
2. Political and Economic Systems		3
All PLSC courses; GEOG 306; ECON 213, 224, 225. [Students studying for licensure in elementary education may take GEOG 204 for C-2 credit.)		
AREA D. LANGUAGE, LITERATURE, FINE ARTS	3	9

A graduate of Southern Adventist University can recognize the impact of arts and humanities on life and integrate such knowledge into personal experience.

Language, literature, speech, and the fine arts convey ideas, values, and emotions. An acquaintance with these modes of communication enhances the ability to express oneself and fosters an appreciation of the cultural heritage of world civilization and the complexities of human existence.

Bachelor's degree students must include at least 2 hours in each of 3 sub-areas. Students entering Southern Adventist University who have less than two secondary school credits of foreign language and who are pursuing a Bachelor of Arts degree must complete the elementary level of a foreign language. Degree programs that do not require COMM 135, 136, or 236 have at least one required course in the major that contains an oral communication emphasis.

1. Foreign Language
FREN 101-102, 207-208; GRMN 101-102, 207-208; MDLG 265; SPAN 101-102, 207-208; RELL 251-252, 271-272.

2. Literature
All literature courses offered by the English Department and COMM 326.

3. Music and Art Appreciation
HMNT 205; MUHL 115, 320, 321, 322, 323; MUCH 215; ART 218/318, 344, 345.

4. Communication
COMM 135 or 136.

	Semester Hours	
	Assoc.	Bachelor's
AREA E. NATURAL SCIENCE	3-6	6-9

A graduate of Southern Adventist University comprehends the basic concepts of science and can apply the scientific method to problem solving.

A study of the sciences develops an inquiring attitude toward one's environment. It provides individuals with empirical and rational methods of inquiry and an awareness of both the potential and the limitations of pure and applied science in solving problems.

Bachelor's degree students must take at least 3 hours from each of 2 sub-areas. Only one of the following may apply: BIOL 424, PHYS 317, 318. Students who have less than two secondary school units in science, and a Science Reasoning ACT standard score less than 14, must take 3 hours of science above the usual requirements; e.g. associate degree students must take 6 hours and bachelor's degree students must take 9 hours. Southern Scholars must take a sequence of two classes from the same department. See the "Honors Studies Sequence" section on page 30 of the Catalog for clarification.

1. ***Biology***
   BIOL 101-102, 103, 151-152, 225, 226, 250, 314, 424.
2. ***Chemistry***
   CHEM 111-112, 113-114, 151-152.
3. ***Physics***
   PHYS 137, 138, 155, 211-212, 213-214, 317, 318.
4. ***Earth Science***
   ERSC 105.

AREA F. BEHAVIORAL, FAMILY, HEALTH SCIENCES	2	5

A graduate of Southern Adventist University will have a knowledge of and be able to apply the dynamics of personal relationships, social interaction, and healthful living toward effective service.

The basic social units significantly shape people's lives, and a knowledge of their workings is necessary to understand ourselves and others.

Bachelor's degree students must include at least 2 hours in 2 of the following sub-areas:

1. ***Social Work and Family Studies***
   PSYC 124, 128, 217, 224, 233, 315, 349, 377, 415; SOCW 211, 212, 230, 233, 375, 296/496; EDUC 217; all SOCI courses except 201, 223, 230, 365.
2. ***Family Science***
   BUAD 128; SOCI 201, 223, 233, 365; SOCW 233; PSYC 233.
3. ***Health Science***
   HLED 173; FDNT 125; NRSG 265.

	Semester Hours Assoc.	Bachelor's
AREA G. ACTIVITY SKILLS	3	6

A graduate of Southern Adventist University will understand how to live a balanced life by following the principles of wellness and using leisure time wisely. The Seventh-day Adventist philosophy stresses the balanced development of the whole person. Toward this goal, education in the use of leisure time is important, particularly in creative, recreational, and practical skills. Associate degree students may take a maximum of 2 hours in any sub-area; bachelor's degree students may take a maximum of 3 hours in any sub-area. All students must take course work from G-3.

1. ***Creative Skills***
   All MUPF courses; ART 104-105, 109-110, 119-120, 221-222, 235; ENGL 314; JOUR 125, 315.
   [Students studying for licensure in elementary education may take ART 230 for G-1 credit.]
2. ***Practical Skills***
   ACCT 103, 221-222; AVIA 103, 104, 203; BUAD 126; CPTE 102, 104, 105, 106, 107, 109, 116, 245/345, 249; CPTR 120, 131, 132, 217; EDUC 250; ENGL 313; ENGR 149, 150; JOUR 103, 105, 205; LIBR 125; ADMN 105, 115, 218, 223, 345; SOCW 101; TECH 145, 149, 154, 164, 223, 264.
3. ***Recreational Skills***
   PEAC 225 is required for both the associate and the bachelor's degrees. An additional PEAC course is required for the bachelor's degree. Optional pass/fail grading is available for these courses.

AMERICAN HUMANICS

In the fall of 1997, Southern Adventist University affiliated with American Humanics, to provide non-profit management certification for graduates meeting the requirements for entry-level management positions in the non-profit sector. Southern Adventist University is a joint participant in the Southeast Center for Non-Profit Management, Leadership and Training and Education (SCNMLTE) along with Covenant College and the University of Tennessee at Chattanooga. This joint partnership affords Southern Adventist University students the opportunity to meet curricular and co-curricular requirements for American Humanics certification. American Humanics and its many non-profit partners provide scholarship and job opportunities to those working towards certification. Dr. Pam Harris coordinates the program as the campus executive director.

SOUTHERN SCHOLARS (Honors Program):

The honors program is designed for students who bring to their baccalaureate studies a high degree of motivation and intellectual curiosity. Special projects, inter-disciplinary studies, and designated honors courses provide a challenging and intellectually stimulating educational experience. Degrees of depth and breadth are attained in this experience beyond those normally attained in regular baccalaureate studies.

The program is administered by an Honors Committee which admits students to the program and discontinues honors status of those who fail to maintain minimum program standards. Its members also advise individual Southern

Scholars and continually monitor their progress.

Eligible students will be invited to become Southern Scholars during registration. Freshmen are eligible if they have a high school GPA of 3.70 or higher. Other students must have completed at least 31 and at most 62 semester hours (exceptions may be granted under special conditions) with a cumulative GPA of 3.50 or higher.

To continue as Southern Scholars, students must complete a minimum of twelve credits each semester and thirty-one credits each calendar year. They must also enroll in appropriate honors sequence courses, receive a B (3.00) average or higher in the honors sequence courses and maintain a minimum cumulative GPA of 3.50. All honors students are expected to graduate within a four-year period unless extenuating circumstances justify an extension by the honors committee.

Ordinarily, all courses of the honors sequence must be taken in residence. Limited exceptions may be made by the honors committee in the case of transfer students. Students already enrolled at Southern Adventist University who wish to take honors sequence classes at another institution must secure prior approval from the honors committee.

After completing one year in the honors program, Southern Scholars may receive a waiver for the cost of auditing one class each semester that they remain in the program. Once having earned junior status and having finished one year in the program, Southern Scholars will receive a tuition refund equivalent to four three-hour classes. The "per hour" rate for a 16-hour class load will be the basis for calculating the refund. Southern Scholars also receive a 100 percent tuition waiver for Honors Seminar, HMNT 451, 452, calculated according to the tuition waiver policy explained on page 255.

HONORS STUDIES SEQUENCE

A. General Education

Honors students must meet regular general education requirements with the following stipulations:

1. Area B-2. One of the following courses must be selected: RELT 317, 318, 368, 424, or 467.
2. Area D-1. Foreign language competency must be attained at the intermediate level.
3. Area D-2. ENGL 445 must be selected.
4. Area D-3. HMNT 205 must be selected.
5. Area E. MATH 181 or MATH 215 and one of the following science sequences must be selected: BIOL 151-152; CHEM 151-152; PHYS 211-212 with PHYS 213-214.

B. Honors Seminar

HMNT 451, 452, a sequence of eight seminar sessions, one each month, September through April. Taken during the junior or senior year.

C. Project (2-3 hours, Directed Study)

A significant scholarly project, involving research, writing, or special performance, appropriate to the major in question, is ordinarily completed the senior year. Ideally, this project will demonstrate an understanding of the relationship between the student's major field and some other discipline. The project is expected to be of sufficiently high quality to warrant a grade of A and to justify public presentation. The completed project submitted in duplicate must be approved by the Honors Committee in consultation with the student's supervising professor three weeks prior to graduation. The 2-3 hours of credit for this project is done as directed study or in a research class.

GRADUATION WITH ACADEMIC HONORS

Students graduating with a cumulative GPA of 3.50 or above will have the degree conferred as follows: 3.50-3.74, *cum laude*; 3.75-3.89, *magna cum laude*; 3.90-4.00, *summa cum laude*. The appropriate designations will appear on the diploma.

HONOR ROLL/DEAN'S LIST

At the conclusion of each semester of the school year, students who have carried a minimum of 12 semester hours and who have attained the following grade point averages will be included in the honors group indicated:

3.50 - 3.74 Honor Roll
3.75 - 3.89 Dean's List
3.90 - 4.00 Distinguished Dean's List

STUDENT MISSION/TASK FORCE CREDIT

Students may earn twelve hours of elective credit while participating in the Student Mission/Task Force programs. Details are available in the office of the University Chaplain. Students who wish to serve as student missionaries or task force workers must plan their programs a year in advance to fulfill necessary prerequisites.

MAJOR AND MINOR REQUIREMENTS

Each major consists of thirty hours or more in the chosen field of specialization of which a minimum of fourteen for a Bachelor of Arts degree and eighteen for all other bachelor's degrees must be upper division credit. The total semester hours required for each major for the Bachelor of Science, Bachelor of Business Administration, Bachelor of Music, and Bachelor of Social Work degrees varies with the field of specialization chosen.

All minors consist of at least eighteen semester hours. Six hours of a minor must be upper division credit.

The specific requirements for majors and minors are given under the respective disciplines in the section "Courses of Study."

DEGREES AND CURRICULA

A Master's Degree consists of at least one additional year of course work beyond the bachelor's degree. It includes a field of concentration and may require a thesis.

The Bachelor of Arts degree consists of four years of course work that places a student's major field of study in the context of a liberal arts education. To encourage a wide range of studies, a minor is required. A foreign language component is required.

The Bachelor of Science degree consists of four years of course work that places the student's major field of study in the context of a liberal arts education. The degree permits greater concentration in the field of study. No minor or foreign language study is required except as specified for certain majors.

The Bachelor of Business Administration degree is a professional degree consisting of a four-year program with concentrations available in various fields of business. Requirements for this degree are outlined in the School of Business section.

The Bachelor of Music degree is a professional degree consisting of four years of course work designed to meet the needs of students wishing to receive teaching

credentials. Requirements for this degree are outlined in the School of Music section.

The Bachelor of Social Work degree is a professional degree consisting of a four-year program of courses designed to meet the needs of students wishing to go into the social work profession. Requirements for this degree are outlined in the Social Work and Family Studies Department section.

The Associate of Arts degrees is a two-year program designed to meet the needs of students who wish to pursue a short general studies program.

The Associate of Science degree is a two-year program designed to meet the needs of students who wish to pursue a short occupational or pre-professional program.

The Associate of Technology degree is a two-year program designed to meet the needs of students who wish to pursue an occupational program.

The One-Year Certificate is available for students in the Auto Body Technician and Auto Mechanics Technician programs. Requirements for these certificates are outlined in the Technology Department section.

Paraprofessional Curricula are programs designed to prepare students to enter professional schools. In some cases paraprofessional curricula will lead to an associate degree.

CURRICULUM CHART

Department/ School	Degree	Major	Minor
Allied Health	B.S.	Medical Technology	
	A.S.	Pre-Cytotechnology	
	A.S.	Pre-Dental Hygiene	
	A.S.	Pre-Nutrition and Dietetics	
	A.S.	Pre-Occupational Therapy	
	A.S.	Pre-Physical Therapy	
	A.S.	Pre-Physician Assistant	
	A.S.	Pre-Speech Language Pathology & Audiology	
	A.S.	Pre-Surgical Physician Assistant	
Art	B.A.	Art	Art
	B.S.	Art-Computer Graphic Design	Art—Computer Graphic Design
Biology	B.A.	*Biology	Biology
	B.S.	*Biology	
Business and Management	M.B.A.	Business (4 different emphases) (See *Graduate Catalog*)	
	B.B.A.	Accounting	Business Admin
	B.B.A.	Computer Info Systems	Marketing
	B.B.A.	International Business	Admin Management
	B.B.A.	Long-Term Care Administration	Entrepreneurial Mgnt
	B.B.A.	Management	
	B.B.A.	Marketing	
	B.S.	Business Administration	
	B.S.	Administrative Management	
	A.S.	Accounting	
	A.S.	Administrative Management	
Chemistry	B.A.	*Chemistry	Chemistry
	B.S.	*Chemistry	
	B.S.	*Chemistry, Biochemistry Emphasis	

*Secondary teaching certification available for these disciplines

Department/ School	Degree	Major	Minor
Computing	M.S.E.	Software Engineering (See *Graduate Catalog*)	
	B.B.A.	Computer Info Systems	
	B.A.	Computer Science	Computer Science
	B.S.	Computer Science	
	A.S.	Architectural Studies	
	A.S.	Computer Applications	
	A.S.	Computer Science	
Education & Psychology	M.S.	Counseling (2 different emphases) (See *Graduate Catalog*)	
	M.S.ED.	Education (4 different emphases) (See *Graduate Catalog*)	
	B.A.	Psychology	Psychology
	B.S.	Psychology	Education
	B.A.	Psychology (Elem Ed K-8)	
	B.A.	Social Science (Elem Ed 1-8)	
	B.S.	Science and Math Studies (Elem Ed 1-8)	
		Secondary Teaching—see *asterisked majors	
Engineering Studies	A.S.	Engineering Studies	
English	B.A.	*English	English
General Studies	A.A.	General Studies	
	A.S.	General Studies	
Health, PE, & Recreation	B.S.	*Health, PE, Rec	Physical Education
	B.S.	Health Science	
	B.S.	Corp/Com Wellness Mgmt	
History	B.A.	*History	History Political Economy Political Science
Journalism/ Communication	B.A.	Broadcast Journalism	Advertising
	B.A.	Journalism (News Editorial)	Broadcast Journalism
	B.A.	Public Relations	Journ (News Editorial)
	B.S.	Mass Communication	Media Sales
	A.S.	Media Technology	Public Relations Visual Communications
Mathematics	B.S.	Actuarial Studies	
	B.A.	*Mathematics	Mathematics
	B.S.	*Mathematics	
Modern Languages	(1 year abroad req)		(1 semester abroad req)
	B.A.	International Studies Emphasis in French, German, or Spanish	French German Spanish
Music	B.S.	Music (3 emphases)	Music
	B.Mus.	*Music Education	
Nursing	B.S.	Nursing	
	A.S.	Nursing	
Physics	B.A.	*Physics	Physics
	B.S.	Physics	

*Secondary teaching certification available for these disciplines

Department/ School	Degree	Major	Minor
Religion	M.A.	Religion (2 different emphases) (See *Graduate Catalog*)	
	B.A.	*Religious Education	Biblical Languages
	B.A.	Religious Studies	Practical Theology
	B.A.	Theology	Religion
	A.A.	Religion	
Social Work and Family Studies	B.S.	Family Studies	Behavioral Science
	B.S.W.	Social Work	Family Studies
			Sociology
Technology	A.T.	Technology	Auto Body
	Cert.	Auto Body Technician	Auto Service
	Cert.	Auto Service Technician	Aviation
			Technology

Cert = One-year certificate program
*Secondary teaching certification available for these disciplines

PREPROFESSIONAL CURRICULA

Southern Adventist University offers preprofessional and pre-technical programs in a wide variety of fields which may prepare students for admission to professional schools or to enter technical careers. The following nondegree preprofessional curricula are offered at Southern Adventist University:

- Anesthesia
- Dentistry
- Law
- Medicine
- Optometry
- Osteopathic Medicine
- Pharmacy
- Veterinary Medicine

Detailed requirements for non-degree preprofessional curricula are outlined by department or in the section on "Interdepartmental Programs" (See Index).

Associate degrees in Allied Health are available to students who fulfill preprofessional requirements for programs designated in the Allied Health section. Because preprofessional and technical admission requirements may vary from one professional school to another, students should become acquainted with the admission requirements of their chosen school.

REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. Registration is complete only after they have finished all procedures and returned registration forms to the Records Office. Freshmen are required to participate in the orientation activities.

Late Registration. Permission to register late must be obtained from the Director of Records. Students failing to register during the scheduled registration periods will be charged a late registration fee. The course load of a late registrant may be reduced according to the amount of class work missed. No student may register after two weeks of the semester have elapsed.

Changes in Registration. To avoid changes in registration, students should carefully consider the program of courses necessary to meet their objectives. To avoid subsequent adjustments, a balance should be maintained between the course load, work program, and extracurricular activities.

To make program changes, students must obtain the appropriate change of registration voucher at the Records Office, obtain the necessary signatures indicating approval of the change, and return the form to the Records Office. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Records Office. A fee will be assessed for each change in program after the first week of instruction.

A student may not change from one section to another of the same course without the approval of the instructor.

A student may withdraw from a class up to two weeks after midterm and receive a grade of "W" automatically. A student withdrawing from a class after that date and up to two weeks before the last day of classes will be assigned a grade of "W" or "WF" by the teacher. The grade for any withdrawal during the final two weeks of the semester will automatically be "F."

Auditing Courses. With the approval of the department/school, students may register on an audit basis in courses (other than private lessons) for which they are qualified. Auditors are to be admitted to classes of limited enrollment only if there are places after all students who wish to enroll for credit have been accommodated. Class attendance is expected but examinations and reports may be omitted. With the approval of the instructor, a student may change a course registration from audit to credit or from credit to audit only during the first week of instruction. No credit is given for courses audited, and the fee is one-half of the regular tuition charge.

Canceled Classes. The Vice President for Academic Administration or a department/school may cancel a class for which fewer than six tuition paying students enroll. This policy applies to ordinary classes but not to directed study courses, private lessons, and other special classes such as special methods of secondary teaching. Students enrolled in canceled classes should confer with their advisers to determine alternate means to complete their schedules.

COURSE LOAD

University courses are expressed in semester hours. A semester hour consists of one fifty-minute class period per week for one semester. Thus, two-semester-hour classes meet two hours a week and three-semester-hour classes meet three hours a week. A laboratory period of two and one-half to three hours is equal to one class period. Students should expect to study up to two hours outside of class for each fifty-minute period the class meets. Ideally, a sixteen-semester-hour class load should require up to 32 hours of study each week by the student. Except by permission of the Vice President for Academic Administration, a student may not register for eighteen or more semester hours.

To qualify for a baccalaureate degree in four years, a student must average between fifteen and sixteen hours per semester. The summer term may be used to advantage by students wishing to complete degree requirements in less than four years or by students having to take reduced programs of studies during the regular academic year. The typical class load during the summer is one three-hour class per session.

Study-Work Program. It is important that the student adjust the course load to achieve a reasonable balance in study and work. During registration the student should confer with his/her adviser in planning the proper balance of study and work.

In determining an acceptable study-work program, the following will serve as a guide:

Course Load	Maximum Work Load
16 hours	16 hours
14 hours	20 hours
12 hours	26 hours
10 hours	32 hours
8 hours	38 hours

ACADEMIC ADVISEMENT

Southern Adventist University is committed to assist every student in the area of academic advisement. Every full-time student is assigned an academic adviser from his/her major field and is required to consult with the adviser before registering for classes.

The responsibility of meeting graduation requirements belongs to the individual student. In planning their schedules all students should carefully follow the instructions in the *Catalog*, recommendations of their advisers, and reports of academic progress issued from the Records Office. In the event of a discrepancy between an adviser's word and the catalog, final interpretation of graduation requirements rests with the Records and Advisement Office.

Seniors must file an application for graduation at the fall registration of their senior year. Previous to their senior year students should check periodically with the Records and Advisement office to determine whether they are meeting all curriculum requirements satisfactorily.

As early as possible in the process of curriculum planning, students who have chosen a career in teaching should consult the Teacher Certification Officer regarding the requirements for teaching credentials.

GRADING SYSTEM

Southern Adventist University does not have an institutional grading policy. Teachers use a variety of methods to evaluate students' performance, but the grades they issue are defined as follows:

- **A** **Superior;** the student demonstrates exceptional capability in handling course material
- **B** **Above average;** the student's demonstrated capability in handling course material exceeds the expectation of the teacher
- **C** **Average;** the student demonstrates a satisfactory grasp of course material which the instructor intends students to learn in the class
- **D** **Below average;** the student's demonstrated ability to deal with the course material is less than the teacher intends students to learn
- **F** **Failing;** the student does not demonstrate sufficient capability with the course material to merit a passing grade
- **W** **Withdrew from the class;** is not calculated in the GPA
- **WF** **Withdrew Failing;** calculated as an "F" in the GPA
- **AU** **Audit;** no credit
- **I** **Incomplete;** is not calculated in the GPA

IP **In Progress;** a temporary passing grade for interrupted course work still in progress; is not calculated in the GPA

P **Pass;** is not calculated in the GPA

The Pass/Fail option is available only in Physical Education activity classes (PEAC). **Students enrolling in these classes must make a decision either to receive a grade of Pass/Fail or a conventional grade before the final grades are submitted. The decision will be final.**

A student may receive an "I" (Incomplete) because of illness or other unavoidable delay. Students who are eligible for an incomplete must secure from the Records Office the proper form and file the application with the teacher to receive an incomplete. There is a charge of $7.50 for processing grades of incomplete. **Any incomplete which is not removed by the end of the following term (Fall, Winter) will automatically become an "F." A teacher may assign a temporary "IP" (in progress) when an unavoidable problem prevents the issuance of a grade.**

A course may be repeated before the student takes a more advanced course in the same field. Only the last grade will be counted on repeated courses. No course may be repeated more than once without permission from the Vice President for Academic Administration.

Mid-semester and semester grade reports are issued to the student and parents of students termed "dependent" for income tax purposes. Only semester grades are recorded on the student's permanent record. The following system of grading and grade point values is used:

A	4.0 grade points per hour	C	2.0 grade points per hour
A-	3.7 grade points per hour	C-	1.7 grade points per hour
B+	3.3 grade points per hour	D+	1.3 grade points per hour
B	3.0 grade points per hour	D	1.0 grade points per hour
B-	2.7 grade points per hour	D-	0.7 grade points per hour
C+	2.3 grade points per hour	F	0.0 grade points per hour
		WF	0.0 grade points per hour

The grade point average is calculated by dividing the total number of grade points earned by the credit hours attempted.

STUDENT RECORDS

A student's record is regarded as confidential, and release of the record or of information contained therein is governed by regulations of the federal law on "Family Educational Rights and Privacy." Only directory information, such as a student's name, photograph, address, telephone listing, birthplace and date, major fields of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended, may be released by the institution without consent of the student unless the student has asked SAU to withhold such information.

Parents of students termed "dependent" for income tax purposes are entitled to access to the student's educational records. The law also provides for the release of information to university personnel who demonstrate a legitimate educational interest, other institutions engaged in research (provided information is not revealed to any other parties), and certain federal and state government officials.

A student may inspect and review records and is entitled to challenge the content of records.

A more thorough explanation of records may be obtained from the Records

Office. The Director of Records will further explain and clarify the Family Educational Rights and Privacy Act to students, parents, or interested parties upon request.

ACADEMIC HONESTY

Morally and spiritually, Southern Adventist University is dedicated to scholastic integrity. Consequently, both students and faculty are required to maintain high, ethical Christian levels of honesty.

Faculty Responsibilities:

1. Teachers must explain clearly the requirements for assignments, examinations, and projects, such as "open book," "take home," or "peer collaboration."
2. Teachers may assume "no collaboration" is the rule unless they state otherwise.

Student Responsibilities:

1. Students assume responsibility to avoid plagiarism by learning the proper procedures for acknowledging borrowed wording, information, or ideas. Otherwise students might innocently misrepresent others' material as their own.
2. Students unfamiliar with procedures for citing sources should confer with their teachers.
3. Students are to assume that all course work is "no collaboration" unless stated otherwise by the teacher.

Schools/Departmental Policies:

Some departments/schools, because of the nature of their programs, have additional honesty policies which have the same force as those published here. Such policies will be presented to students before implementation.

Procedures for Handling Academic Dishonesty:

1. When a teacher suspects academic dishonesty in some form, such as cheating or plagiarizing, the teacher must first confront the student with the dishonesty. If the student and teacher cannot resolve the situation, or if the student's grade will be affected, then the Vice President for Academic Administration must be consulted.
2. In established instances of academic dishonesty, the usual procedures for the teacher to follow will be to:
   a. Give the student a failing grade on the exam, assignment or project if the magnitude of either is not sufficient for failing the class.
   b. Give the student a failing grade in the class if failing the exam, assignment or project would constitute failing the class. The teacher will then write up the incident and state the penalty administered, giving a copy to both the Vice President for Academic Administration and the student.
3. Two incidents of academic dishonesty make a student eligible to be dismissed from the University. However, the student may then appeal the action through the established appeal procedures spelled out in the "Grievance Procedure" section of this *Catalog*.

ACADEMIC PROBATION AND DISMISSAL

Any student whose GPA does not meet the criteria for graduation is on academic probation. The following are four categories of students who are on academic probation:

1. Students whose Southern Adventist University or cumulative GPA falls below 2.00. They are not eligible to hold office in any student organization.
2. Entering freshmen whose high school GPA is below 2.00 or if their composite ACT score is less than 18.
3. Transfer students whose GPA is less than 2.00.
4. Students in baccalaureate programs completing their sophomore year with a GPA in their major field less than the level required for graduation. For most degrees the institutional graduation requirement is 2.25, but some programs may designate a higher GPA.

Students on academic probation are allowed to remain in school but must demonstrate progressive improvement to meet graduation requirements. Veterans on probation will not be certified if improvement has not been made after two semesters.

Candidates for a baccalaureate degree must achieve a minimum GPA of 1.95 before beginning their final 30 hours. Candidates for an associate degree must have a GPA of 1.95 before beginning their final year. Students in one-year certificate programs must have a GPA of 2.00 before beginning their final semester.

Students are subject to academic dismissal if their Southern Adventist University or cumulative GPA does not reach the levels indicated in the preceding paragraph or the levels in the following table:

Semester Hours Attempted	*GPA/Subject to Dismissal*
6 - 48	1.50
49 - 64	1.65
65 - 80	1.75
81 - 93	1.85
94 - 116	1.95
117 - up	2.00

At the end of each semester the Academic Review Committee reviews the records of students who are subject to dismissal and the Vice President for Academic Administration will notify students in writing whether or not they may continue. A student academically dismissed may be readmitted only after demonstrating maturity and motivation for a university career. The dismissed student may be required to complete successfully at least one term of college-level courses at another institution prior to readmission at Southern Adventist University.

Students receiving financial aid must also meet an academic progress policy set by the federal government. For further explanation see page 269, "Southern Adventist University Academic Progress for Federal and Institutional Student Financial Aid."

RIGHT OF PETITION

Students who believe there is a valid reason for requesting variance from or exception to an academic policy stated in the *Catalog* may make a petition to the Director of Records for consideration of their case after obtaining the advice and signature of the department chair or school dean of their major. The petition must

contain a statement of the request and supporting reasons. Highly unusual requests will be referred to the Vice President for Academic Administration. Students will be notified in writing by the Director of Records of the action on petitions within five working days. Petition forms are available from the Records Office.

GRIEVANCE PROCEDURE

Students who believe that their academic rights have been infringed upon or that they have been treated unjustly with respect to their academic program are entitled to a fair and impartial consideration of their cases. They should do the following to effect a solution:

1. Present the case to the teacher or teachers concerned.
2. If necessary, discuss the problem with the department chair or school dean.
3. If agreement is not reached at this level, submit the matter to the Vice President for Academic Administration.
4. Finally, ask for a review of the case by the Grievance Committee, chaired by the Vice President for Academic Administration or his designee and including three other faculty members and two students selected by the Academic Affairs Committee. Both the student and the teacher involved in the case are entitled to appear before the committee or to present a written statement of the case. The decision of the committee shall be presented in writing to the individuals involved within three days of the committee meeting unless a later time is agreed upon by both parties. The decision of the committee is binding and will be implemented by the teacher involved or the Vice President for Academic Administration.

ABSENCES

Class. Attendance at class and laboratory appointments is expected. Teachers prepare an absence policy for each class, which includes an explanation of penalties, if any, for absences, and the procedure for making up work, if such is allowed. It is the responsibility of teachers to publish their policies for each class at the beginning of each semester, but it is the students' responsibility to familiarize themselves with the practices of each teacher from whom they are taking classes. Generally speaking, teachers will not excuse absences for reasons other than illness, authorized school trips, or emergencies beyond the students' control.

Students are not penalized if they incur absences while participating in school-authorized activities, but they are held responsible for work they miss and it is their responsibility to initiate arrangements to make up their assignments. One and one-half absences are given for missing a 75-minute class, two for missing a 100-minute class, etc.

Examination. Because of problems concerning time, expense and fairness, final examinations will be taken as scheduled in the official examinations schedule. In the case of illness verified by Student Health Service or a physician, death in the immediate family, three examinations scheduled consecutively in one day, or four or more examinations scheduled in one day, a final exam may be rescheduled upon approval by the teacher and the Vice President for Academic Administration. The rescheduled examination will be given at a time convenient to the teacher.

When examinations are rescheduled because of three scheduled consecutively in one day or four in one day, the last examination of the day will normally be the one rescheduled. Examinations rescheduled for any reason other than those listed

above, may require a fee of $63 per examination. All rescheduling requests will be made on a form available at the office of the Vice President for Academic Administration.

Assembly. Assemblies are held each Thursday at 11:00 a.m. During weeks of spiritual emphasis, assemblies are held on Tuesday as well. Occasionally, assemblies will be held in the evening or may begin at 10:30 a.m. on Thursday. All students are required to attend 16 assemblies each semester. Failure to meet this assembly requirement may result in suspension of registration. Exceptions to the assembly attendance requirement are made by the Office of Student Services only for legitimate direct work or class conflicts with scheduled assemblies. Any excuses for absences from assembly must be approved by the Vice President for Student Services.

A special series of orientation assemblies is scheduled during the fourth summer session.

LIMITATIONS ON CLASS ATTENDANCE

Classes at Southern Adventist University are open to registered students only. Information disseminated in the classroom or other places of learning is the primary product that the University sells, hence visitors may not enter such gatherings unless they are official guests of the institution with legitimate business in a classroom or have the permission of the instructor. Visitors who attend classes may not engage in the discussions of a class unless invited to do so.

Teachers and the institution reserve the right to remove legitimate students from classes if their behavior threatens the purposes of the class by exceeding the bounds of normal academic freedom.

Teachers conducting extension classes from other institutions on the Southern Adventist University campus share the rights spelled out by this policy.

WAIVER EXAMINATIONS

Upon the approval of the department chair or school dean and the Vice President for Academic Administration, students may obtain a waiver of curricular requirements by successfully completing a comprehensive examination—written, oral, manipulative, or otherwise, as determined by the department/school involved. A fee of $48 per examination is charged.

ENGLISH AS A SECOND LANGUAGE

Southern Adventist University offers a program in English as a Second Language for Intermediate and Advanced level students whose English language skills are below the official admission level of the TOEFL score of 550. For details, see the Admissions and English Department sections of the *Catalog*.

NONTRADITIONAL COLLEGE CREDIT

In addition to credit earned in the traditional classroom setting, Southern Adventist University accepts credit earned by two other means—challenge examinations and correspondence courses.

The goals and objectives of the University emphasize not only facts and concepts but also values and attitudes which are not easily transmitted through correspondence courses or measured by examinations. These values and attitudes can best be developed by the student's interacting over a period of time with peers and teachers committed to moral excellence, critical thinking, and the pursuit of truth. For this reason, most university credits should be earned through class

participation. However, the University will permit a maximum of one-fourth of the credit required for a given degree to be earned by these nontraditional means.

University Credit by Examination. The University recognizes three types of examinations for credit: challenge examinations prepared by a department which must be passed at "B" level or above, approved College Level Examination Program (CLEP) subject examinations which must be passed at the sixty-fifth percentile or above, and the Advanced Placement Examinations which must be passed with a score of three or better.

Not all classes listed in the catalog are open to challenge examinations. Students must obtain clearance from the department chair or school dean or the class they propose to challenge before petitioning to earn credit by examination. Students must also furnish evidence of adequate preparation to challenge a class before the department chair or school dean assigns a teacher to prepare a challenge examination. A student may challenge a given course by examination only once. No CLEP or challenge exam may be attempted after the student has been enrolled in that course beyond the second week of a semester. **No course may be challenged as part of the last thirty hours of any degree.** Grades are recorded for departmental challenge examinations and scaled scores are recorded for nationally formed examinations. Permission to take a challenge examination while in residence must be obtained from both the department chair or school dean and the Vice President for Academic Administration.

Students may earn a maximum of twelve hours of credit by examination in courses that do not appear in the University *Catalog* if the evaluating tests are approved by the Academic Affairs Committee.

Credit for challenge and/or validation examinations will not be placed on a student's permanent record and is, therefore, not transferable until that student has successfully completed twelve semester hours in residence at Southern Adventist University.

Fees charged for challenge examination and credit are listed under "Special Fees and Charges" in the financial section of this *Catalog.*

Additional information concerning challenge examinations may be obtained from the Records Office or the Counseling and Testing Center.

Correspondence. A maximum of twelve semester hours of correspondence or extension credit may apply toward a baccalaureate degree program and eight hours toward an associate degree.

Griggs University, a department of Home Study International, Silver Spring, MD, is the officially recognized correspondence school. Southern Adventist University recommends Home Study International for those students needing correspondence credit and accepts all such credits when the study program is approved by the University prior to enrollment. The University accepts credits from correspondence schools which are accredited by NUCEA (National University Continuing Education Association) on the basis that credits are accepted from other regionally accredited colleges or universities.

A student will be permitted to carry correspondence work while in residence only if the required course is unobtainable at the University. Correspondence courses, whether taken while in residence or during the summer, must be approved in advance by the University.

Correspondence work may not apply on the upper division requirements of the major or minor. A minimum grade of "B" must be earned to apply on the lower division requirements for a major. A course in which the student earned a grade

of "D" or "F" while in residence may not be repeated by correspondence. No correspondence credit will be entered on the student's record until s/he has earned a minimum of twelve hours in residence with an average of at least "C." Official transcripts must be in the Records Office before a diploma will be ordered. The graduation date will be the last day of the month after the official transcript is received.

Practicums and Internships. Suggested departmental/school guidelines for practicums and internships.

Practicums:
a. A minimum of 50 clock hours per one credit hour.
b. The process of learning a job on a part-time basis.
c. The work may be done at various job sites.

Internships:
a. A minimum of 100 clock hours per one credit hour.
b. The application of learning the skills of a job on a full-time basis.
c. The work must be supervised on one job site.

A two-thirds tuition waiver applies except when indicated in a course description.

TRANSIENT STUDENT

A Southern Adventist University student acquires transient student status when s/he is granted permission through the Southern Adventist University Records Office to enroll for automatically transferrable credit at another accredited institution. The credit that students may transfer must meet Southern Adventist University criteria for transfer credit and residence requirements.

To receive transient status, a student must:

1. have completed a minimum of twelve hours in residence at Southern Adventist University and
2. be enrolled simultaneously at Southern Adventist University for a minimum of three hours of class credit. (This condition does not apply to summer classes.)

Students may not receive transient status for more than one semester during which the amount of transferrable credit exceeds the amount of simultaneous credit earned at Southern Adventist University.

EXTENSION CLASSES

Extension classes are university classes offered on the campuses of Southern Union academies as an opportunity for seniors to earn university credit in skills areas that will fulfill part of the General Education requirements at Southern Adventist University. Instructors are academy teachers who are qualified with appropriate credentials and experience.

To enroll in an extension class, students must be members of the senior class with a grade point average of 3.00 or above during the years of their secondary education.

The extension classes must duplicate as nearly as possible their university counterparts in content, degree of difficulty, testing and grading.

CONTINUING EDUCATION

Southern Adventist University makes continuing education credit available through the Records and Advisement Office. Sponsors of organizations wishing to offer Southern Adventist University continuing education certificates must

complete the following steps:

1. Secure approval of the program by
   a. applying at the Records and Advisement Office at least two weeks before conducting the workshop/seminar/conference and
   b. submitting with their application the topic of the presentation, an outline of the presentation, and the name of the presenter(s) with evidence credentials.
2. File an evaluation of the workshop/seminar/conference following the presentation. The University will furnish evaluation forms.
3. Participants in continuing education events must pay institutional processing fees to receive their certificates.

TRANSCRIPTS

Students may obtain transcripts of their academic record upon a written request to the Office of Records and Advisement. A $5 fee will be charged for all transcripts requiring one-day services and individual requests requiring an excess of more than five transcripts. Telephone or E-mail requests from students, and telephone and written requests from someone on their behalf cannot be honored.

A student may receive an unofficial transcript for evaluative purposes by applying in person at the Records Office. Official transcripts given directly to a student will be stamped "Student Copy." No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans. For further clarification regarding transcripts, diplomas, and test scores see page 260.

SEQUENCE OF COURSES

A student may not receive credit for a course which is a prerequisite to a course for which s/he has already received credit.

AFFILIATION AND EXTENSION SITES

Southern Adventist University offers baccalaureate degrees in nursing at two Florida sites: Blake Campus in Bradenton, and Bayonet Point/Hudson Campus in Bayonet Point.

Beginning January 1, 1997, Southern Adventist University affiliated with Helderberg College in Somerset West, South Africa, for the purpose of offering the B.B.A. degree in management and accounting on the campus of Helderberg College.

COURSE NUMBERS

Each course number consists of three figures as follows:

HIST 354. Latin America (C-1), (W) **3 hours**

The first numeral indicates class year status as follows:

0—Developmental (no credit)
1—freshman level (lower division)
2—sophomore level (lower division)
3—junior level (upper division)
4—senior level (upper division)

Within a given 100 sequence there is no significance in one course number being higher than another. For instance, 265 does not necessarily mean that the course is on a higher level than 235.

Course numbers separated by a hyphen are two-semester courses in which credit for the first course is a prerequisite to the second [e.g., ENGL 101-102. College Composition]. However, credit is given for the first semester when taken alone.

Course numbers that stand alone represent courses of one semester which are complete units. Course numbers separated by a comma [e.g., HIST 154, 155. American History and Institutions] represent complete units, either one of which is counted for graduation without reference to sequence.

Designation in brackets following course titles, [e.g., MATH 103. Survey of Mathematics (A-2)] indicates the General Education area and sub-area that the class fulfills. Classes designated with a "(W)" are writing classes for General Education credit.

Students may earn credit for a cross-listed course from only one department [e.g. HIST 356 and SOCI 356].

COGNATE COURSES

Required courses related to the major which are not a part of the major are called cognate courses [e.g., students majoring in Nursing are required to take Microbiology as a cognate course].

Prefix	Subject Area	Department/School Section of Catalog
ACCT	Accounting	Business and Management
ADMN	Administrative Management	Business and Management
ART	Art	Art
AVIA	Aviation	Technology
BCPT	Business Computer Info Systems	Business and Management
BIOL	Biology	Biology
BMKT	Marketing	Business and Management
BUAD	Business Administration	Business and Management
CHEM	Chemistry	Chemistry
COMM	Speech	Journalism/Communication
COOP	Cooperative Education	Nondepartmental Courses
CPSE	Software Engineering	Computing
CPTE	Computer Technology	Computing
CPTR	Computer Science	Computing
ECON	Economics	Business and Management
EDUC	Education	Education/Psychology
ENGL	English	English
ENGR	Engineering	Engineering Studies
ERSC	Earth Science	Physics
ESL	English Skills Language	English
FDNT	Nutrition	Nondepartmental Courses
FNCE	Finance	Business and Management
FREN	French	Modern Languages
GEOG	Geography	History
GRMN	German	Modern Languages
HIST	History	History
HLED	Health Education	Health, Physical Ed, Recreation
HMNT	Humanities	Nondepartmental Courses
HPER	Health, Physical Ed, Recreation	Health, Physical Ed, Recreation
JOUR	Journalism	Journalism/Communication
LIBR	Library	Nondepartmental Courses
LTCA	Long-Term Care Administration	Business and Management
MATH	Mathematics	Mathematics
MDLG	Modern Language	Modern Languages
MDTC	Medical Technology	Allied Health
MGNT	Management	Business and Management
MUCH	Church Music	Music
MUCT	Music Theory	Music
MUED	Music Education	Music
MUHL	Music History	Music
MUPF	Applied Music	Music
NOND	Nondepartmental	Nondepartmental Courses
NRSG	Nursing	Nursing
PEAC	General Ed Activity Classes	Health, Physical Ed, Recreation
PETH	Physical Education Theory	Health, Physical Ed, Recreation
PHYS	Physics	Physics
PLSC	Political Science	History
PREL	Public Relations	Journalism/Communication
PSYC	Psychology	Education/Psychology
RELB	Biblical Studies	Religion
RELL	Biblical Languages	Religion
RELP	Professional Training	Religion

Prefix	Subject Area	Department/School Section of Catalog
RELT	Religion and Theology	Religion
SOCI	Sociology	Social Work and Family Studies
SOCW	Social Work	Social Work and Family Studies
SPAN	Spanish	Modern Languages
TECH	Technology	Technology

Allied Health

Chair: Stephen A. Nyirady
Faculty: Joyce Azevedo, David Ekkens, Ann Foster, John Perumal, Keith Snyder
Adjunct Faculty: Jon Lechler
Medical Technology: Marcia Kilsby, Albert McMullen, R. A. Ramkissoon, Patricia Rogers, Richard Show, Clifford Sutherland

The Allied Health Professions are rapidly growing areas of specialization within the health care industry. Job openings are plentiful and pay scales are comparable to other professionals in health care. The department offers a B.S. degree in Medical Technology and A.S. degrees in a number of Allied Health fields (listed on pages 51-52).

ASSESSMENT

The Allied Health Department at Southern Adventist University is organized to coordinate the advising of students who require prerequisite courses for entrance into a variety of clinical programs in the medical, dental, and health professions. The programs in this department vary extensively depending on the particular health career and the requirements of the specific schools which offer the clinical programs. Southern Adventist University continually monitors the requirements of these clinical programs and modifies its preprofessional curricula to meet the changes when they are made. Continual assessment is made essentially by the advisers in the department who measure their effectiveness by their success in structuring programs to meet individual student needs and to meet requirements of the professional school the student will be transferring to. The entrance rate of students into professional programs is also used to assess adequacy of class offerings and program requirements.

BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

Adviser: Ann Foster

The Bachelor of Science degree with a major in medical technology consists of three years of prescribed study at Southern Adventist University and a 12- to 13-month senior year in a hospital-based medical technology program accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association. The hospital programs affiliated with Southern Adventist University are Florida Hospital Medical Center and Andrews University. Internship in other CAHEA-accredited programs requires prior university approval.

The Medical Technology degree qualifies a person to take a number of national certifying examinations, including those offered by the Board of Registry of the American Society of Clinical Pathologists (ASCP) and the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Certified laboratory professionals work in hospitals, clinics, physicians' offices, public health agencies, private laboratories, pharmaceutical firms, and research institutions.

The curriculum prescribed by Southern Adventist University is designed to meet the requirements of the University and of CAHEA. Hospitals with clinical programs may have additional requirements. Students should consult the brochures or advisers of the specific hospitals for those requirements.

Occasionally pre-dental students, pre-medical students, and graduating seniors in biology or chemistry may wish to become certified Medical Technologists. This is possible if the student plans courses to fulfill the requirements of the University and the hospital program.

During the fall semester of the third year, students must apply for admission to an approved clinical program. Acceptance of the individual student to the senior year program is determined by the institution offering the clinical program. To be eligible for admission, a student must complete all of the University course requirements prior to beginning the clinical year. The overall grade point average must be acceptable to the University for graduation. Most clinical programs do not accept students with less than a 2.75 cumulative average on a 4.0 system. Although clinical acceptances are granted during the junior year, they are conditional, pending satisfactory completion of the stated admission criteria.

Written information about the affiliated clinical programs is available through the University medical technology adviser. Acceptance criteria, pre-clinical course requirements, application procedures, tuition for the senior year, and program formats may vary at each approved clinical program.

- MAJOR 2

MDTC 225. Introduction to Medical Technology **2 hours**
This course is designed to acquaint prospective medical technologists with the profession. The history and standards of medical technology and employment opportunities will be surveyed. Elementary clinical laboratory procedures will be taught and laboratory tours will be conducted.

- COGNATES 43
  - BIOL including 151-152, 315, 330, 340 18
  - *CHEM including 151-152, 311-314, ... 16
  - CPTR/CPTE 3
  - MATH 120 3
  - BUAD 334 3

*These must be courses which could apply to a Chemistry major.

GENERAL EDUCATION REQUIREMENTS 35
AREA A 1. ENGL 101, 102 6
2. (See Cognates)
AREA B Religion 9
AREA C History, Political Science, and Economics 6
AREA D Language, Literature, and Fine Arts, (include COMM 135) 6
AREA E (See Cognates)
AREA F Social Work, Family, or Health Sciences 3
AREA G Activity Skills, to include PEAC 225 and a computer course, 3 hours) 5

Twenty hours of upper division credit, including two writing (W) courses are required. One (W) course must be in a cognate area and one in a noncognate area.

- **NOTE:** Grades of C- and better are required in the major and cognates. A minimum GPA of 2.25 must be earned on the major and cognates.

ELECTIVES 13

Recommendations include:
BIOL 316, 415, 417, 418
CHEM 315, 321, 323
MATH 215
PHYS 211-212, 213-214

TOTAL PRE-CLINICAL CREDIT HOURS 93

HOSPITAL CLINICAL (SENIOR) YEAR ..... Variable

Individual approved hospital programs should be consulted for their specific courses and credits. Approximately forty credit hours are given in the twelve to fifteen-month clinical programs. Courses taught in approved programs include:

Introduction to Medical Laboratory Science, Urinalysis, Hematology, Hemostasis, Immunology, Immunohematology, Clinical Microbiology, Clinical Mycology, Clinical Parasitology, Clinical Biochemistry, Instrumentation, Research.

Sample Freshman Year Sequence
B.S. Medical Technology

1st Semester		Hours	2nd Semester		Hours
BIOL 151	*General Biology	4	BIOL 152	*General Biology	4
CHEM 151	*General Chemistry	4	CHEM 152	*General Chemistry	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
PEAC 225	Conditioning	1		Area C-1, History	3
	Area C-1, History	3		Electives	2
	Area G-1/3 Act Skills	1			16
		16			

*An asterisk in front of a subject indicates Med-Tech requirement.

Twenty upper division credits, make-up of any admissions deficiencies, and 93 total hours must be completed prior to the clinical year.

ASSOCIATE OF SCIENCE IN ALLIED HEALTH

The Associate of Science degree in Allied Health Professions prepares the student for admission to professional programs at Loma Linda University, Andrews University, or other universities. Admission to any professional school is dependent on meeting the GPA and prerequisite requirements of the individual school. Students should consult the bulletin of the school of their choice to ascertain the entrance requirements.

Students who plan to graduate from Southern Adventist University with an Associate Degree in Allied Health must meet the A.S. degree general education requirements of SAU as well as the entrance requirements of the clinical program to which they will be applying.

Applications for transfer to the junior year of colleges offering Allied Health programs must be made early in the second semester of the final year at Southern Adventist University. The lowest acceptable grade for courses to be transferred is C. A minimum grade point average of 2.00 is required for the Associate of Science degree at Southern Adventist University, but grade point averages between 3.00 and 3.50 are considered minimal for entrance to the junior year of most clinical Allied Health programs. Some programs require the Allied Health Professions Admissions Test (AHPAT).

The major Allied health areas in which a two year Associate Degree may be earned at Southern Adventist University are:

pre-Cytotechnology
pre-Dental Hygiene
pre-Nutrition and Dietetics
pre-Occupational Therapy
pre-Physical Therapy
pre-Physician Assistant
pre-Speech Language Pathology & Audiology
pre-Surgical Physician Assistant

The department also offers one-year curricula to meet requirements for entrance into the following Allied Health degree programs at Loma Linda University and most other university programs:

Occupational Therapy Assistant (Associate in Science Degree)
Physical Therapy Assistant (Associate in Science Degree)
Radiation Technology (Associate and Bachelor of Science Degrees)
Respiratory Therapy (Associate and Bachelor of Science Degrees)
Surgical Technology (Associate in Science Degree)

For details on these or other programs not listed here and for Southern Adventist University curricula for entrance into them write:

Chair, Allied Health Department
Southern Adventist University
P.O. Box 370
Collegedale, TN 37315-0370

PRE-CYTOTECHNOLOGY

Cytotechnologists are specially trained laboratory technologists who work with pathologists to detect changes in body cells that may be important in the early diagnosis of cancer and other diseases. Using special techniques, cytotechnologists prepare cellular samples for study under the microscope and assist in the diagnosis of disease by examination of the samples. Using the findings of cytotechnologists, a physician is then able, in many instances, to diagnose cancer and other diseases even before they can be detected by other methods. Most cytotechnologists work in hospitals or in private laboratories, while some prefer to work on research projects or to teach.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

Area A ENGL 101-102; MATH 120
Area B Religion, 6 hours
Area C History, 3 hours
Area D Foreign Lang/Lit/Fine Arts, 3 hours
Area E BIOL 101-102, 151-152, 225; CHEM 111-112, 113-114
Area F HLED 173; SOCI 150; Psychology/Sociology, 6 hours*
Area G PEAC, 2 hours to include PEAC 225; Computer Course, 1 hour
Electives to make a total of 64 hours.

*Two areas minimum; may be substituted by a course in Economics, Geography, or Political Science.

Sample Sequence
A.S. Pre-Cytotechnology

YEAR 1		Semester 1st	2nd
BIOL 101-102	Anatomy & Phys	4	4
CHEM 111-112	Survey of Chemistry	3	3
CHEM 113-114	Survey of Chem Lab	1	1
ENGL 101-102	College Comp	3	3
MATH 120	Precalculus Algebra	3	
PSYC 124	Intro to Psychology		
	OR		3
PSYC 128	Developmental Psyc		
SOCI 150	Cultural Anthropology*	3	
	Area B, Religion		3
		17	17

YEAR 2		Semester 1st	2nd
BIOL 151-152	General Biology	4	4
BIOL 225	Basic Microbiology		4
HLED 173	Health for Life	2	
PEAC 225	Conditioning	1	
	Geog/Pol Sci/Econ/Psyc	3	3
	Area B, Religion	3	
	Area C-1, History		3
	Area G-2 CPTR/CPTE	1	
	Area G-3, Rec Skills		1
	Area D, Forgn Lang/ Lit/Fine Arts	3	
		16	16

NOTE: C is the lowest acceptable grade.
*SOCI 230 can be substituted for this course.

PRE-DENTAL HYGIENE

Dental hygienists provide preventative dental care and encourage patients to develop good oral hygiene skills. In addition to carrying out clinical responsibilities such as cleaning and scaling teeth, hygienists help patients develop and maintain good oral health by explaining the relationship between diet and oral health. Although most hygienists work with individual patients, some develop and promote community dental health programs. In addition to career opportunities within dental offices, dental hygienists apply their skills and knowledge in other career activities including office management, business administration, dental hygiene education, research and marketing of dental related equipment and materials.

Adviser: John Perumal

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

Area A ENGL 101-102; Math*
Area B Religion, 6 hours
Area C History, 3 hours
Area D Foreign Lang/Lit/Fine Arts, 6 hours; COMM 135 or 136
Area E BIOL 101-102, 225; CHEM 111-112, 113-114
Area F HLED 173**; SOCI 125, 150; 6 additional hours of Psychology***
Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours
Electives to make a total of 64 hours

*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.
**May be substituted by FDNT 125.
***May be substituted by a course in Economics, Geography, or Political Science.

Sample Sequence
A.S. Pre-Dental Hygiene

YEAR 1		Semester 1st	Semester 2nd
BIOL 101-102	Anatomy & Physiology	4	4
ENGL 101-102	College Composition	3	3
MATH 103	Survey of Math*		
	OR	3	
MATH 120	Precalculus Algebra*		
PEAC 225	Conditioning	1	
COMM 135	Intro to Public Spkg		
	OR		3
COMM 136	Interpersonal Comm		
	Area B, Religion		3
	Hist/Pol Sci/Econ/Geog	3	
	Area G-3, PE Activity		1
	Area C-1, History		3
	Area F-1, Psychology	3	
		17	17

YEAR 2		Semester 1st	Semester 2nd
BIOL 225	Basic Microbiology	4	
CHEM 111-112	Survey of Chemistry	3	3
CHEM 113-114	Survey of Chem Lab	1	1
HLED 173	Health for Life**	2	
SOCI 150	Cultural Anthro***	3	
SOCI 125	Intro to Sociology		3
	Area B, Religion		3
	Area D, Forgn Lang/ Lit/Fine Arts	3	3
	Area G-2, CPTR/CPTE		3
		16	16

*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.
**May be substituted by FDNT 125.
***SOCI 230 can be substituted for this course.
NOTE: C is the lowest acceptable grade.

PRE-NUTRITION AND DIETETICS

Dietitians and nutritionists use their knowledge of the principles of nutrition to help people develop healthy eating habits. Dietitians may be involved in setting up and supervising food service systems for institutions such as hospitals, prisons, and schools; and promote sound eating habits through education and research. Clinical dietitians provide nutritional services for patients in hospitals, nursing homes, clinics, or doctors' offices. Community dietitians counsel individuals and groups on nutritional practices designed to prevent disease and promote good health. Management dietitians are responsible for large scale meal planning and preparation in such places as hospitals, nursing homes, company cafeterias, and schools.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

Area A ENGL 101-102; Math*
Area B Religion, 6 hours
Area C History, 3 hours; Geography/Political Science, 3 hours
Area D COMM 135; Foreign Lang/Literature/Fine Arts, 3 hours
Area E BIOL 101-102, 225; CHEM 151-152
Area F FDNT 125; HLED 173; PSYC 124; SOCI 125, 150
Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours

Required professional courses: Food Selection and Preparation, 3 hours; Meal Management, 3 hours. (Both courses are available at LLU in September, prior to Fall quarter.)

Electives to make a total of 64 hours.

*MATH course of 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.

Sample Sequence
A.S. Pre-Nutrition and Dietetics

YEAR 1		Semester 1st	2nd	YEAR 2		Semester 1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4	BIOL 225	Basic Microbiology		4
ENGL 101-102	College Composition	3	3	CHEM 151-152	General Chem	4	4
HLED 173	Health for Life		2	FDNT 125	Nutrition	3	
PEAC 225	Conditioning	1		PSYC 124	Intro to Psychology	3	
SOCI 125	Intro to Sociology	3		SOCI 150	Cultural Anthropology**	3	
COMM 135	Intro to Public Spkg		3		Area B, Religion		3
	Math Course*	0-3			Area C, Geog/Pol Sci	3	
	Area B, Religion	3			Area G-1 or -2, Creative/Practical		1
	Area C-1, History		3		Area D, Forgn Lang/ Lit/Fine Arts		3
	Area G-2, CPTR/CPTE	3			Elective		1
	Area G-3, Rec Skills		1			16	16
	Electives		1				
		17	17				

*MATH course 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.
**SOCI 230 may be substituted for this course.
NOTE: C is the lowest acceptable grade.

PRE-OCCUPATIONAL THERAPY

An occupational therapist works with people whose lives have been disrupted by physical injury or illness, developmental problems, the aging process, and social or psychological difficulties. Occupational therapists use selected educational, vocational and rehabilitative activities to help individuals reach the highest functional levels possible, become self reliant and build a balanced lifestyle of work and leisure.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

Area A ENGL 101-102; MATH 215
Area B Religion, 6 hours
Area C History, 3 hours
Area D COMM 135; Foreign Lang/Lit/Fine Arts, 3 hours
Area E BIOL 101-102; CHEM 111, 113; PHYS (with applications) 137, 138
Area F HLED 173; PSYC 124, 128; SOCI 125, 150; Psychology/Sociology, 3 hours
Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours. Recommended: ART 235 or TECH 154.

Electives to make a total of 64 hours.

A minimum of 80 hours work experience (volunteer or as an employee) in an occupational therapy department is required.

Sample Sequence
A.S. Pre-Occupational Therapy

YEAR 1		Semester 1st	2nd
BIOL 101-102	Anatomy & Physiology	4	4
ENGL 101-102	College Composition	3	3
PSYC 124	Intro to Psychology	3	
SOCI 125	Intro to Sociology		3
COMM 135	Intro to Public Spkg		3
	Area B, Religion	3	
	Area C-1, History		3
	Area G-3, Rec Skills	1	
	Electives	2	
		16	16

YEAR 2		Semester 1st	2nd
CHEM 111	Survey of Chemistry	3	
CHEM 113	Survey of Chem Lab	1	
HLED 173	Health for Life	2	
MATH 215	Statistics		3
PEAC 225	Conditioning	1	
PHYS 137	Intro to Physics		3
PHYS 138	Intro to Phys Appl		1
PSYC 128	Developmental Psych		3
SOCI 150	Cultural Anthro	3	
	Area B, Religion		3
	Area D, Forgn Lang/ Lit/Fine Arts		3
	Area F-1 or -2, Psyc/Soci	3	
	Area G-2, CPTR/CPTE	3	
		16	16

*ART 235 or TECH 154 recommended.
**SOCI 230 may be substituted for this course.
NOTE: C is the lowest acceptable grade.

PRE-PHYSICAL THERAPY

Physical therapists work to improve the mobility, relieve the pain, and prevent or limit the permanent disability of patients suffering from injuries or disease. Their patients include accident victims or handicapped individuals with such conditions as nerve injuries, amputations, low back pain, arthritis, and heart disease. Some physical therapists treat a wide variety of problems and others specialize in such areas as pediatrics, orthopedics, and sports physical therapy. The working environment of physical therapists varies from specially equipped facilities in hospitals or clinics to schools, private offices, and private homes.

Requirements for entrance to the junior year of a Physical Therapy course will depend on the college or university selected. Requirements for Andrews University and Loma Linda University are outlined below. Students who complete one of these programs will be awarded an Associate of Science degree by Southern Adventist University . Students planning to attend other colleges or universities should contact them to obtain their requirements.

Adviser: David Ekkens
Program below meets Andrews University admission requirements.

Area A ENGL 101-102; MATH 215
Area B RELB or RELT, 3 hours; RELT 255 or 225
Area C HIST 174 or 175; Geog/Political Science/Economics, 3 hours
Area D COMM 135; Fine Arts, 3 hours
Area E BIOL 101-102 or BIOL 151-152, 225; CHEM 151-152; PHYS 211-212, PHYS 213-214
Area F PSYC 124, 128
Area G PEAC, 2 hours to include PEAC 225; CPTR 120
Electives to make a minimum total of 64 hours

*HIST 154 required if not taken in high school.

Andrews University Admission and Degree Requirements: Andrews University requires 3.00 GPA in science prerequisites and total credits. C is the lowest acceptable grade for science and cognate courses. Also required is the Nelson-Denny Reading test and 80 hours of observation or work experience with a Registered Physical Therapist. This 80 hours must include at least 16 hours in each of two physical therapy settings plus 20 hours in a general acute care hospital. The settings to choose from are: home health agency, pediatric therapy, outpatient clinic, rehabilitation center, nursing home, and specialized clinic.

ANDREWS UNIVERSITY REQUIREMENTS

YEAR 1		Semester 1st	2nd	YEAR 2		Semester 1st	2nd
BIOL 101-102	Anatomy & Physiology*	4	4	BIOL 225	Basic Microbiology	4	
ENGL 101-102	College Composition	3	3	CHEM 151-152	General Chemistry	4	4
HIST 175	World Civ**	3		CPTR 120	Computer Based Syst	3	
PEAC 225	Conditioning	1		MATH 215	Statistics		3
PSYC 124	Intro to Psychology	3		RELT 255	Christian Beliefs		
PSYC 128	Developmental Psych		3		or	3	
COMM 135	Intro to Public Spkg		3	RELT 225	Last Day Events		
	Area B, Religion		3		Area D-3, Music or		
	Electives	2			Art Appreciation***		3
					Area G-3, Rec Skills	1	
					Pol Sci, Geog, or Econ		3
					Electives	1	3
		16	16			16	16

Note: A physics sequence with laboratory is required for entrance into the program. This is offered at Andrews University immediately preceding their first quarter. PHYS 211-212 and 213-214, 8 semester hours at SAU, will fulfill this requirement.

*BIOL 151-152, General Biology, may be substituted.

**American History required only if not taken in high school.

***A two-semester sequence in a music organization may be substituted.

Program below meets Loma Linda University admission requirements.

Area A ENGL 101-102; MATH 120, 215
Area B Religion, 6 hours
Area C HIST 174, 175, 154, or 155, 3 hours
Area D Fine Arts* or Foreign Language or Literature, 3 hours; COMM 135
Area E BIOL 101-102 or 151-152, 225; CHEM 151-152; PHYS 137, 138
Area F HLED 173; PSYC 124, 128; SOCI 150; Psychology/Sociology, 3 hours
Area G PEAC, 2 hours to include PEAC 225; CPTR 120
Electives to make a minimum total of 66 hours

Loma Linda University Admission and Degree Requirements: Loma Linda University requires a 3.00 GPA in science prerequisites and for total credits. Also required is a minimum of 80 hours work experience (volunteer or employee) in a physical therapy department, 20 of which are in a general, acute-care hospital.

*MUHL 115 or ART 218 may be selected.

LOMA LINDA UNIVERSITY REQUIREMENTS

YEAR 1		Semester 1st	2nd
BIOL 101-102	Anatomy & Physiology*	4	4
ENGL 101-102	College Composition	3	3
MATH 120	Precalculus Algebra	3	
PEAC 225	Conditioning	1	
PSYC 124	Introduction to Psych	3	
PSYC 128	Developmental Psych		3
SOCI 150	Cultural Anthro***	3	
COMM 135	Intro to Public Spkg		3
	Area B, Religion		3
	Area G-3, Rec Skills		1
		17	17
SUMMER			
	Area C, History	3	

YEAR 2		Semester 1st	2nd
BIOL 225	Basic Microbiology	4	
CHEM 151-152	General Chemistry	4	4
CPTE 105-107	Computer Sequence		3
HLED 173	Health for Life	2	
MATH 215	Statistics		3
PHYS 137	Intro to Physics	3	
PHYS 138	With Applications	1	
	Area B, Religion		3
	Area D, Fine Arts**		3
	Psyc/Soci	3	
		17	16

*BIOL 151-152, General Biology, may be substituted.
**MUHL 115 or ART 218 recommended.
***SOCI 230 may be substituted for this course.

NOTE: **A total of 66 semester hours is required for admission.** Other entrance requirements are the Allied Health Professions Admissions Test and a minimum of 80 hours work experience (volunteer or as an employee) in a physical therapy department. C is the lowest acceptable grade for a course.

NOTE: PHYS 137 and 138, 4 semester hours at SAU, fulfills the requirement of physics sequence with laboratory.

PRE-PHYSICIAN ASSISTANT

Physician assistants are trained to perform many of the essential tasks involved in patient care. They take medical histories, perform physical evaluations, order laboratory tests, make preliminary diagnoses, prescribe appropriate treatments, and recommend medications and drug therapies. They also treat minor problems such as lacerations, abrasions, and burns. Physician assistants work in a variety of practice settings and specialty areas. The most important practice setting is in a physician's office. They also work at hospitals and clinics. Specialties using PA's are family practice, internal medicine, general and thoracic surgery, emergency medicine, pediatrics, and various medical sub-specialties.

Adviser: Stephen Nyirady

The entrance requirements to physician assistant clinical programs vary considerably from school to school. College credit requirements range from one year of college level courses to a baccalaureate degree. Prior patient care requirements also range from being recommended through two years of direct clinical work experience.

Currently, a number of physician assistant programs are in a state of transition. Entrance requirements for some schools are shifting from one or two-years of college courses to requiring a baccalaureate degree. Southern Adventist University can structure a course of study to meet the requirements of the specific clinical program to which a student wishes to apply. Students preparing for a career as a Physician Assistant are encouraged to obtain a bachelor's degree before applying to a clinical program.

Additional information on physician assistant programs can be obtained from the University's pre-physician assistant advisor or by contacting the schools that offer the clinical programs.

PRE-SPEECH LANGUAGE PATHOLOGY & AUDIOLOGY

Speech language pathologists identify, assess, and treat persons with speech and language disorders while audiologists assess and treat hearing impaired individuals. Because both occupations are concerned with communication, individuals competent in one area must be familiar with the other. The duties of speech language pathologists and audiologists vary. Most, however, provide direct clinical services to individuals with communication disorders. In speech, language, and hearing clinics they may independently develop and implement a treatment program. In private medical centers and other facilities, they may be part of a team that develops and executes a treatment plan. In schools they may help administrators develop individual or group programs, counsel parents on prevention of hearing disorders, and assist teachers with classroom activities.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for Loma Linda University and can be modified to meet the requirements of other schools.

Area A ENGL 101-102; Math*
Area B Religion, 6 hours
Area C History, 3 hours
Area D COMM 135; Foreign Lang/Lit/Fine Arts, 3 hours
Area E BIOL 101-102; PHYS 137
Area F HLED 173; PSYC 124, 128; SOCI 150, Sociology Course, 3 hours**
Area G PEAC, 2 hours to include PEAC 225; Computer Course, 3 hours
Electives to make a total of 64 hours.

*MATH 100 level or above is required by Southern Adventist University of students with ACT math scores below 22.
**May be substituted by a course in Economics or Geography.

Sample Sequence

A.S. Pre-Speech Language Pathology & Audiology

YEAR 1		Semester 1st	Semester 2nd	YEAR 2		Semester 1st	Semester 2nd
BIOL 101-102	Anatomy & Physiology	4	4	HLED 173	Health for Life	2	
ENGL 101-102	College Composition	3	3	PEAC 225	Conditioning		1
PSYC 124	Intro to Psychology	3		PHYS 137	Intro to Physics***		3
COMM 135	Intro to Public Spkg		3	PSYC 128	Developmental Psych	3	
	Math Course*	0-3		SOCI 150	Cultural Anthro**	3	
	Area B, Religion	3			Area B, Religion		3
	Area C-1, History		3		Area D, Forgn Lang/ Lit/Fine Arts	3	
	Area G-3, Rec Skills		1		Area G-2, CPTR/CPTE		3
	Electives	0-3	2		Soci/Econ/Geog		3
		16	16		Electives	5	3
						16	16

*Math course 100 level or above is req. by Southern Adventist University of students with ACT math scores below 22.
**SOCI 230 may be substituted for this course.
***Strongly recommended
NOTE: C is the lowest acceptable grade.

PRE-SURGICAL PHYSICIAN ASSISTANT

The surgical physician assistant is qualified to assist the surgeon in his patient care activities. Functioning under the direction of the surgeon, this professional is capable of obtaining accurate medical history and physical examination data, carrying out preoperative procedures to prepare the patient for surgery, assisting the surgeon during operations, participating in the care and evaluation of the patient in the postoperative period, assisting in the management of the traumatized patient, and caring for minor injuries. Surgical physician assistants may be involved with patients in any medical setting for which the surgeon is responsible including the operating room, recovery room, intensive care unit, and the surgeon's office.

Adviser: Stephen A. Nyirady

The program below meets admission requirements for University of Alabama at Birmingham, and can be modified to meet requirements of other schools.

Area A ENGL 101-102; MATH 120
Area B RELB, RELT, 6 hours
Area C History or Political Science, 6 hours
Area D COMM 135; 6 hours of literature; 6 hours of Foreign Lang/Lit/Fine Arts
Area E BIOL 101-102, 151-152, 330; CHEM 151-152
Area F Psychology/Sociology, 6 hours
Area G PEAC 225; Computer Course, 2 hours
Electives to make a total of 64 hours.
Recommended, 6 hours of electives from the following areas: Statistics, Cell Biology, Genetics, Histology

Work or volunteer service in a health care setting is highly recommended.

Sample Sequence
A.S. Pre-Surgical Physician Assistant

YEAR 1		Semester 1st	Semester 2nd
BIOL 101-102	Anatomy & Physiology	4	4
BIOL 151-152	General Biology	4	4
ENGL 101-102	College Composition	3	3
	Area C, History/Pol Sci		3
	Area D, Forgn Lang/ Fine Arts	3	3
	Area G-2, CPTR/CPTE	2	
		16	17
SUMMER			
	General Chemistry	8	

YEAR 2		Semester 1st	Semester 2nd
BIOL 330	General Microbiology		4
MATH 120	Precalculus Algebra	3	
PEAC 225	Conditioning	1	
COMM 135	Intro to Public Spkg		3
	Area B, Religion	3	3
	Area C, Hist/Pol Science	3	
	Area D, Literature	3	3
	Area F-1, Behav Sci	3	3
		16	16

Art

Chair: Wayne Hazen
Faculty: Ezequiel Rocha

Basic to the philosophy of the Department of Art is the provision for the quality of environment most conducive to spiritual, aesthetic, and technical growth. The instructors desire to help all students become aware of their options in the field of art and to prepare them systematically to meet the needs of their respective choices, whether they are oriented commercially or aesthetically.

ASSESSMENT

Students majoring in Art or Art-Computer Graphic Design will keep a portfolio of their work from their freshman year onward. The art faculty will evaluate the portfolio at the end of the sophomore and senior years. The evaluation, which is designed to aid the department in student advisement and in determining the effectiveness of its teaching and course offerings, will not affect graduation.

Major—B.A. Art (31 Hours)

Required Courses		Hours
ART 104	Drawing I	3
ART 105	Drawing II	3
ART 109	Design Principles	3
ART 499	Senior Project	1
	Art Electives	15

Select 2 of the Following:		Hours
ART 318	Art Appreciation (W)	3
ART 344	Art History (W)	3
ART 345	Contemporary Art (W)	3

Sample Freshman Year Sequence
B.A. Art

1st Semester		Hours
ART 104	Drawing I	3
ENGL 101	College Composition	3
	Art Electives	3
	Inter Foreign Language	3
	Area B, Religion	3
		15

2nd Semester		Hours
ART 105	Drawing II	3
ART 109	Design Principles	3
ENGL 102	College Composition	3
PEAC 225	Conditioning	1
	Inter Foreign Language	3
	Area C-1, History	3
		16

Major—B.S. Art-Computer Graphic Design (48 Hours)

Required Courses		Hours
ART 104	Drawing I	3
ART 109-110	Design Principles	6
ART 119-120	Publication Design	6
ART 219-220	Intro to Computer Graphics	6
ART 319-320	Adv Computer Graphics	6
ART 326-327	Illust with Computers	6
ART 330-331	Illustration Methods	6
ART 400	Intro to Multi-media Design	3
ART 318	Art Appreciation (W) OR	
ART 344	Art History (W) OR	3
ART 345	Contemporary Art (W)	
ART	Electives	3

Required Cognates:

Select 9 Hours From:		Hours
CPTE 251	Computer-Aided Design	3
CPTE 245/345	Computer-Aided Publishing	3
CPTE 249/349	Computer-Aided Drafting	3
JOUR 125	Intro to Photography	3
JOUR 315	Photojournalism	2-3
JOUR 227/327	Video Production	3
PREL 344	Fundamentals of Advertising	2
PREL 354	Advertising Copywriting	2

Sample Freshman Year Sequence
B.S. Art-Computer Graphic Design

1st Semester		Hours	2nd Semester		Hours
ART 104	Drawing I	3	ART 110	Design Principles II	3
ART 109	Design Principles I	3	ART 220	Intro to Computer Graphics II	3
ART 219	Intro to Computer Graphics	3	ENGL 102	College Composition	3
ENGL 101	College Composition	3	PEAC 225	Conditioning	1
	Area B, Religion	3		Area C-1, History	3
		15		Area E, Natural Sci	3
					16

Minor—Art (18 Hours)

Required Courses		Hours
ART 104-105	Drawing I, II	6
ART 109	Design Principles	3
ART 344	History of Art	3
	Electives	3
	Upper Division Electives	3

Minor—Art-Computer Graphic Design (18 Hours)

Required Courses		Hours
ART 104	Drawing I	3
	*Comp Graphic Design Electives	12

Select 1 of the Following:		Hours
ART 218/318	Art Appreciation	3
ART 344	Art History	3
ART 345	Contemporary Art	3

*At least 6 hours must be upper division

STUDIO ART

ART 104-105. Drawing (G-1) **3,3 hours**
An introductory course in drawing with a special focus in composition. The course emphasizes basic study into still life, drapery, smooth object, self-portrait, beginning anatomy, and perspective drawing.

ART 109-110. Design Principles (G-1) **3,3 hours**
Students learn techniques and design theory related to graphic design with hands-on practical applications.

ART 119-120. Publication Design (G-1) **3,3 hours**
Graphic designers, desktop publishers and production artists will benefit from this comprehensive class. Issues to be addressed include developing master pages and style sheets; setting type, test and frame attributes; importing images; working with spot color; and using typesetting techniques such as hyphenation, kerning, and tracking. Software: QuarkXpress.

ART 219-220. Introduction to Computer Graphics **3,3 hours**
An introductory, creative imaging course for artists, illustrators, and designers. Combining a survey of imaging technology with creative investigation and artistic expression, this course will introduce students to the technical solutions that will expand their creative vision. Software: Factual Design Painter.

ART 221-222. Painting (G-1) **3,3 hours**
Prerequisite: ART 104-105 or permission of instructor.
A course designed to give the student a basic understanding of the material paint. The student is exposed to portraiture, still life, landscape, and the objective forms of painting with an emphasis on basic composition.

ART 230. Introduction to Art Experiences **2 hours**
A course designed to give students hands-on experience with a variety of art media and materials. Study will be given to how artists use media in their expression of design and composition. (Winter)

ART 235. Ceramics (G-1) **3 hours**
Fundamentals of the preparation and use of clay. Methods of fabrication from hand building to wheel-thrown wares, chemistry and application of glazes, and stacking and firing of kilns. May be repeated for credit. A $20 fee is applied toward necessary supplies. (Fall)

ART 265. Topics in Surface Anatomy Drawing **3 hours**
Prerequisite: ART 104-105
A course in drawing human anatomy. The student is taught how to draw surface anatomy by developing an understanding by drawing each muscle and tendon related to the major body movements. This gives the student an invaluable resource for both Graphic Design and Fine Art careers.

ART 300. Printmaking **3 hours**
Prerequisite: ART 104 or permission of instructor.
A course designed to give the art major experience in printmaking media. Relief, intaglio, and silk-screen will be covered. Course will be taught in odd years.

ART 310. Painting III **3 hours**
Prerequisite: ART 221 or permission of instructor.
Advanced problems in painting and the usage of various media.

ART 319-320. Advanced Computer Graphics **3,3 hours**
This course is designed for the student, designer, photographer, or educator who is interested in both the creative and the technology within digital imaging. This course will address color correction, scanning resolution, image restoration, hand-coloring photographics, collage and montage techniques, masking and effective use of filters and special effects. Software: Adobe Photoshop.

ART 325. Sculpture **3 hours**
Prerequisite: ART 104 or permission of instructor.
Introduction to the problems of form in sculpture and three-dimensional design using various media such as clay, plaster, wood, and metal casting. Course will be taught in even years.

ART 326-327. Illustration With Computers **3,3 hours**
This course is an intensive study on how to creative two-dimensional illustrations and typographic arrangements. The program uses paths made of curves and straight line segments to define areas which may be filled with color or patterns, used for masking or for framing type and objects. Students will manipulate typefaces, trap and knock out color, generate clean printable files, and move files to page-layout or image-editing applications. Software: Adobe Illustrator.

ART 330,331. Illustration Methods **3,3, hours**
Students will learn illustration techniques using pencils, ink, markers, colored pencils, air brush, and photo retouching.

ART 400. Introduction to Multi-media Design **3 hours**
This course covers the steps and issues in creating a formalized multimedia design and publishing onto CD. Areas covered are story boarding for graphical look, inter-active story-boards, flowcharting brainstorming, dealing with software and hard-ware constraints, and preparation of a design document. Emphasis is on shaping an idea into a well-thought-out design that works as a multimedia experience.

ART 410. Painting IV **3 hours**
Prerequisite: ART 221 or permission of instructor.
Advanced problems in painting and the usage of various media.

ART 491. Graphic Design Practicum **1-3 hours**
Students will work in a graphics-related business for a minimum of 40 clock hours per credit hour with employer evaluation. Students must maintain a log sheet and samples of work.

ART 295/495. Directed Study (W) **1-3 hours**
For students electing to take ART 295, permission of the teacher must be obtained. ART 495 is for majors and minors only.
The course is designed for students who wish directed study or for a group of students who wish a special course not taught under the regular class offering. Students taking the class as directed study may choose from art history, ceramics, design, drawing, painting, printmaking, and sculpture. (Students must have had maximum classes offered in area.) This course also includes credit offered by the Art Department on directed study tours. May be repeated for credit up to four times. Writing emphasis for ART 495 only.

ART 499. Senior Project **1 hour**
Major projects in area of interest for seniors and preparation of permanent portfolio of college art work.

ART HISTORY

ART 218/318. Art Appreciation (D-3) (W) **3 hours**
Lecture and travel seminar. One class is offered in the fall semester, with two hours per week lecture, and the week of Thanksgiving spent in and New York City visiting major art museums. When offered in the first summer session, there will be one week of two-hour lectures and two weeks of travel and museum visits. There is an additional charge for travel. Students will be required to write a summary paper. Students taking the class for upper division credit will be required to write a research paper.

ART 344. History of Art (D-3) (W) **3 hours**
A study of the arts of western civilization from antiquity to the mid-1800's with an emphasis on pivotal figures in art history. (Fall)

ART 345. Contemporary Art (D-3) (W) **3 hours**
Nineteenth- and twentieth-century developments in European and American arts. (Winter)

(D-3) (G-1) (W) See pages 26-30 for explanation of general education requirements.

Biology

Chair: Stephen A. Nyirady
Faculty: Joyce Azevedo, David Ekkens, Ann Foster, John Perumal, Keith Snyder
Adjunct Faculty: Edgar Grundset
Summer Faculty: Laura Nyirady
Adjunct Research Faculty: John Henson, Scott Hodges

The study of Biology constitutes one of the most exciting and important fields of scientific investigation, since it provides a better understanding of ourselves and the living things around us. Even the casual observer of Biology who pauses long enough to take a course may derive a lifetime of pleasure and fulfillment from a hobby such as bird watching, shell collecting, or wild flower photography.

More importantly, a major in Biology is an excellent starting point for numerous careers which are both rewarding and challenging. With a B.S. degree in Biology, one may pursue graduate study leading to research in the basic sciences (anatomy, physiology, ecology, microbiology, cytology, etc.), teaching at the college or graduate level, or employment in industry or government. The B.A. degree is the degree of choice in preparation for high-school teaching, medicine, dentistry, optometry, careers in wildlife, forestry or zoo management, health education, public health, biostatistics, epidemiology, and environmental health, to name a few.

The Biology Department makes available a number of experiences, both curricular and extracurricular, to enrich its students' academic programs. Being within relatively easy access to a number of major biome types, it offers courses which include field experiences in such places as the Bahamas, Belize, Smoky Mountains, and the Okefenokee Swamp. The Tennessee Aquarium provides additional learning resources. The department is also affiliated with a biological field station (see page 22).

Extracurricular opportunities include membership in the *Beta Beta Beta* national biological honor society, a yearly lecture series on natural history and research topics (see page 21), as well as a premedical preceptorship program (see page 242).

ASSESSMENT

In order to help evaluate its teaching effectiveness and the academic achievements of its graduates, all seniors are required to pass the ETS Major Field Achievement Test in Biology during their final semester. The results of these exams are used by the department staff to evaluate class offerings as well as program requirements.

DEGREES IN BIOLOGY

Biology Core Courses (20 Hours)

Core		Hours	Core		Hours
BIOL 151-152	General Biology	8	BIOL 424	Issues in Natural Sci/Rel (W)	3
BIOL 316	Genetics	4	BIOL 485	Biology Seminar (W)	1
BIOL 412	Cell and Molecular Biology	4			

Areas:

Botany:

BIOL 408	Flowering Plants and Ferns
BIOL 409	Smoky Mountain Flora
BIOL 419	Plant Physiology

Ecology:

BIOL 226	Environmental Conservation
BIOL 317	Ecology
	Marine Biology Courses

Microbiology:

BIOL 315	Parasitology
BIOL 330	General Microbiology
BIOL 340	Immunology

Zoology Field Courses:

BIOL 312	Vertebrate Natural History
BIOL 314	Ornithology
BIOL 319	Herpetology
BIOL 320	Entomology
BIOL 411	Mammalogy

Basic Zoology:

BIOL 313	Developmental Biology
BIOL 417	Animal Histology
BIOL 418	Animal Physiology

Major—B.A. Biology (Chemistry Minor Recommended) (32 Hours)

Required Courses		Hours
BIOL 151-152	General Biology	8
BIOL 316	Genetics	4
BIOL 412	Cell and Molecular Biology	4
BIOL 424	Issues in Natural Sci/Rel (W)	3
BIOL 485	Biology Seminar (W)	1

One course minimum from four of the five biology core areas

Required Cognates		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-314	Organic Chemistry	8
MATH 120	Precalculus Algebra*	3
COMM 135	Intro to Public Speaking	3
	Computer Course(s)	3

MATH 121 Precalculus Trigonometry, 2 hours; PHYS 211-212 and 213-214 General Physics and General Physics Laboratory, 8 hours; are highly recommended.

*Waived if taken in high school

Sample Freshman Year Sequence
B.A. Biology
(Chemistry Minor Recommended)

1st Semester		Hours
BIOL 151	General Biology	4
ENGL 101	College Composition	3
MATH 120	Precalculus Algebra	3
PEAC 225	Conditioning	1
	Area B-1, Religion	3
	Area F-2/3, Fam/Hlth Sci	2
		16

2nd Semester		Hours
BIOL 152	General Biology	4
ENGL 102	College Composition	3
MATH 121	Precalculus Trigonometry	2
	Area B-2, Religion	3
	Area G 1/3, Skills	1
	Electives	3
		16

Major—B.S. Biology (41 Hours)

Required Courses		Hours
BIOL 151-152	General Biology	8
BIOL 316	Genetics	4
BIOL 412	Cell and Molecular Biology	4
BIOL 424	Issues in Naturál Sci/Rel (W)	3
BIOL 485	Biology Seminar (W)	1

Required Cognates		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-314	Organic Chemistry	8
CPTR/CPTE	Computer Courses	3
MATH 120	Precalculus Algebra*	3
MATH 121	Precalculus Trigonometry	2
MATH 215	Statistics	3
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
COMM 135	Intro to Public Speaking	3

BIOL 197/397, Introduction to Biological Research (W), 1 hour; BIOL 497, Research in Biology (W), 1-2 hours; and MATH 181, Calculus I, 3 hours, are highly recommended. Forty-one hours minimum including Biology core of 20 hours, plus one course from each of the five areas.

*Waived if taken in high school

Sample Freshman Year Sequence
B.S. Biology

1st Semester		Hours	2nd Semester		Hours
BIOL 151	General Biology	4	BIOL 152	General Biology	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 120	Precalculus Algebra	3	MATH 121	Precalculus Trigonometry	2
	Area B-1, Religion	3		Area D, Lang/Lit/ Fine Arts	3
	Area F-2,3 Fam/Hlth Sci	2		Area F-1, Beh Sci	3
		15		Area G-3, Rec Skills	1
					16

Major—B.A. Biology, Teacher Certification, 7-12

Secondary certification in Biology requires a baccalaureate degree consisting of 36 credits of specified biology courses, a minor in chemistry, specified cognates, and completion of professional education courses (page 113) for licensure. See explanations in the Education and Psychology section, beginning on page 107.

Required Courses		Hours
BIOL 151-152	General Biology	8
BIOL 226	Environmental Conservation	3
BIOL 312	Vertebrate Natural History	3
BIOL 316	Genetics	4
BIOL 330	General Microbiology	4
BIOL 408	Flowering Plants & Ferns OR	3
BIOL 409	Smoky Mt. Flora	
BIOL 412	Cell and Molecular Biology	4
BIOL 418	Animal Physiology OR	3
BIOL 419	Plant Physiology	
BIOL 424	Issues of Natural Science & Religion (W)	3
BIOL 485	Biology Seminar (W)	1

Chemistry Minor		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-314	Organic Chemistry	8
CHEM 323	Biochemistry	4
Required Cognates		
ERSC 105	Earth Science	3
MATH 215	Statistics	3
PHYS 137	Intro to Physics	3

Sample Freshman Year Sequence
B.A. Biology
(Leading to Licensure 7-12)

1st Semester		Hours	2nd Semester		Hours
BIOL 151	General Biology	4	BIOL 152	General Biology	4
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
EDUC 135	Intro to Education	2	EDUC 250	Technology in Education	2
ENGL 101	College Composition	3	ENGL 102	College Composition	3
RELT 138	Adventist Heritage	3	MATH 120	Precalculus Algebra	3
		16			16

Minor—Biology (18 Hours)

Required Courses		Hours
BIOL 151-152	General Biology	8
	*Biology Electives	10

*An additional ten hours with a minimum of six hours must be in upper division.

NON-MAJOR, NON-MINOR COURSES

BIOL 101-102. Anatomy and Physiology (E-1) **4,4 hours**
A study of the fundamentals of human anatomy and physiology. The first semester covers basic cytology, histology, the musculoskeletal, integumentary, nervous, and endocrine systems. The remainder of the body systems are studied the second semester. Three lectures and one three-hour laboratory period each week. Does not apply on a major or minor in Biology. (BIOL 101-Fall, Summer; BIOL 102-Fall, Winter)

BIOL 103. Principles of Biology (E-1) **3 hours**
A basic general education biology course designed to give the student a modern treatment of the fundamental processes and principles of plant and animal life. Two lectures and one three-hour laboratory each week. Does not apply on a major or minor in Biology.

BIOL 225. Basic Microbiology (E-1) **4 hours**
A study of the principles of microbiology, disinfection, sterilization, elementary immunology, and microorganisms emphasizing their relationship to health and disease. Three lectures and two one and one-half hour laboratory periods each week. Does not apply on a major or minor in Biology. (Fall, Winter, Summer)

CORE COURSES

BIOL 151-152. General Biology (E-1) **4,4 hours**
This is a rigorous introductory course in Biology primarily for Biology majors, minors, and pre-professional students. The course is designed to give the student a solid foundation in the fundamental processes of plant and animal life. It is prerequisite to most all other Biology major courses. Three lectures and one three-hour laboratory period each week. (BIOL 151-Fall; BIOL 152-Winter)

BIOL 316. Genetics **4 hours**
Prerequisite: BIOL 225 or 151, or consent of instructor.
A study of heredity as related to man, domestic plants and animals and an investigation of gene structure and function. Three lectures and one three-hour laboratory period each week. (Fall)

BIOL 412. Cell and Molecular Biology **4 hours**
Prerequisites: BIOL 151-152; BIOL 316.
This course, designed for advanced Biology and Chemistry majors, deals primarily with cell structure and function. Building on cellular principles learned in BIOL 151-152, the student is exposed to methods of cellular research while learning about the appearance and operation of cellular organelles. The exciting details of cell integration and control provide the framework for this interdisciplinary study. Three lectures and one three-hour laboratory period each week. (Winter)

BIOL 424. Issues of Natural Science and Religion (E-1) (W) **3 hours**
Prerequisite: Senior standing.
A study of the philosophical basis of modern natural science as it relates to current issues in origins, biotechnology, bioethics, and environmental responsibility. Special attention is given to Christian perspectives of the issues discussed. Credit can be applied toward either Biology or Religion (see RELT 424). Three lectures each week.

BIOL 485. Biology Seminar (W) **1 hour**
Prerequisites: Biology major or minor with senior standing.
Reports are made on some specific problem in the field of Biology and on current literature in the field. To be taken in the senior year or with approval of Department Chair.

BOTANY

BIOL 408. Flowering Plants and Ferns **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

This field study of trees, flowering plants and ferns emphasizes species identification with the aid of botanical keys, recognition of plant families and noting habitats where various species occur. Other taxonomic methods will be introduced. Students will prepare a collection of herbarium specimens. Two lectures and one field trip or three-hour laboratory period each week. (Fall)

BIOL 409. Smoky Mountain Flora **3 hours**

Prerequisite: BIOL 152 or consent of instructor.

A field study of the wild flowers, shrubs and trees in the Great Smoky Mountain National Park, which contains the world's finest examples of temperate deciduous forest. Plants are identified by means of botanical keys, and observation lists are kept. Special attention is given to the different forest types and their associated plants. Involves a 10-day to three-week camping study experience. Field trips daily. (Summer)

BIOL 419. Plant Physiology **3 hours**

Prerequisites: BIOL 151-152 and CHEM 151-152 or consent of instructor.

A study of the functions of seed plants. Topics covered include water relations, mineral nutrition, photosynthesis, transpiration, translocation, respiration, and growth. Two lectures and one three-hour laboratory period each week. (Winter, odd years)

ECOLOGY

BIOL 226. Environmental Conservation (E-1) **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

An introduction to the very complex interlocking environmental problems facing us today. Beginning with basic ecological principles, the course examines population dynamics, energy utilization, resource consumption, the various forms of pollution, and conservation methods to preserve our natural resources, natural areas, and native species. On field trips we will evaluate how efficiently our natural resources are being monitored, utilized, and conserved. Two lectures and one field trip or three-hour laboratory period each week. (Winter)

BIOL 250. Introduction to Tropical Marine Biology (E-1) **3 hours**

A study of the major invertebrates and fish of the tropical coral reef and seashores. Emphasis is placed on the life habits of the organisms and their ecological niches. Habitats studied are coral reefs, rocky shores, sandy beaches, thalassia beds and mangrove swamps. Involves two weeks of on-campus class work and 7-10 day field laboratory experience in the Caribbean. There is an additional charge for the Caribbean trip. (Summer)

BIOL 317. Ecology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

Ecology is a study of the interrelationships of plants, animals and their environment. This course will examine these interactions in the context of energy flow, nutrient cycles, limiting factors, succession and population dynamics. Field work will introduce various ecological sampling techniques and the student will participate in ecological analysis of various local communities as well as extended field trips. Two lectures and one field trip or three-hour laboratory period each week. (Fall)

ZOOLOGY FIELD COURSES

BIOL 312. Vertebrate Natural History **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

Natural history of the vertebrate classes including ecology, physiology, behavior, classification and identification, with emphasis on local species. Two lectures and one three-hour laboratory each week. An extended weekend field trip will be required as part of laboratory credit. (Fall, even years)

BIOL 314. Ornithology (E-1) **3 hours**

A systematic study of bird life with special emphasis on external features, taxonomy, nesting and feeding habits, flight and migratory patterns. Two lectures and one laboratory period each week. An extended field trip, which applies toward laboratory credit, is planned during spring vacation. There is an additional charge for the trip. (Winter, even years)

BIOL 319. Herpetology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

Natural history, ecology, physiology, behavior, classification and identification of amphibians and reptiles, with emphasis on local species. Two lectures and one three-hour laboratory each week. An extended field trip will be required as part of laboratory credit. (Fall, odd years)

BIOL 320. Entomology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A systematic study of the insects of the world considering anatomy, physiology, behavior and relation to humans. In the laboratory, emphasis will be placed on identifying local insects and a representative collection will be turned in. Short field trips are planned as part of the laboratory work. Two lectures and one three-hour laboratory period each week. (Fall, odd years)

BIOL 411. Mammalogy **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A study of the mammals of the world, with emphasis on North America. Includes classroom and field study of systematics, distribution, behavior and ecology. A small collection will be required in the laboratory. Two lectures and one three-hour laboratory each week. (Fall, even years)

MICROBIOLOGY

BIOL 315. Parasitology (W) **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A general survey of the more important parasites of man and domestic animals. Two lectures and one three-hour laboratory period each week. (Winter, odd years)

BIOL 330. General Microbiology **4 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A general study of bacteria, yeasts, molds and viruses, considering their morphology, physiology, genetics and methods of control. Study will be given to immunology topics: antigen-antibody properties, host-antigen interactions, humoral and cellular immune systems. The importance of microorganisms in environmental and applied fields will be considered. Three lectures and one three-hour laboratory period each week. (Winter)

BIOL 340. Immunology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A study of the basic aspects of the human immune system including topics such as antigen and antibody structure and reactions, humoral and cell mediated immunity, hypersensitivity, immune disease and transplantation immunology. Two lectures and one three-hour laboratory period each week. (Fall)

BASIC ZOOLOGY

BIOL 313. Developmental Biology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

An introduction to embryonic development from the formation of germ cells through the maturation of major organs culminating in parturition. Special reference is made to humans. Emphasis will be placed on problems of growth, differentiation, and morphogenesis. Laboratory includes microscopic study and experiments with sea urchin, frog, and chick embryos. Two lectures and one three-hour laboratory period each week. (Winter, odd years)

BIOL 417. Animal Histology **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

A descriptive study of normal tissues, primarily those of man. The microscopic identification and characteristics of stained sections are emphasized in the laboratory. Two lectures and one three-hour laboratory period each week. (Winter)

BIOL 418. Animal Physiology **3 hours**

Prerequisites: BIOL 151-152; CHEM 151-152 or consent of instructor.

Functional processes used by animals in adjusting to their external environment and controlling their internal environment. Laboratories involve analysis of functions of major organ systems. Two lectures and one three-hour laboratory period each week. (Winter, even years)

SPECIAL COURSES

BIOL 365. Topics in Biology **1-3 hours**

Formal course work designed to meet the needs or interests of students in specialty areas of Biology not covered in regular courses. May be repeated in different specialized areas.

BIOL 295/495. Directed Study **1-3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

BIOL 495 open to Biology majors or minors only.

Designed for the individual student or group of students who wish to do independent study in an area of biology not listed in the regular offerings. Content and method of study must be arranged for prior to registration. This course may be repeated for credit. (Fall, Winter, Summer—on demand)

BIOL 387. Animal Behavior **3 hours**

Prerequisites: BIOL 151-152 or PSYC 124 and 128.

The behavior of animals is studied with a focus on both proximate causes of behavior (mechanisms) as well as ultimate causes of behavior (survival strategies). Special importance will be placed on understanding techniques of experimental study and hypothesis testing. Topics covered include: genetic, developmental, and physiological bases of behavior; instinct and learning; communication; habitat selection; feeding, antipredatory, reproductive, and parenting strategies; mating systems, social behavior and human sociobiology. Three lectures each week. (Fall, even years)

BIOL 197/397(W). Introduction to Biological Research **1 hour**

Prerequisites: BIOL 151 or consent of instructor.

An introduction to the principles of scientific research, including the function of the scientific method, literature searches, research techniques, writing of grant proposals, and how to publish results. (Fall)

BIOL 416. Human Anatomy **3 hours**

Prerequisites: BIOL 151-152 or consent of instructor.

An introductory study of human anatomy with an emphasis on the skeletal, muscular, nervous, and circulatory systems. One lecture and two three-hour laboratory periods each week. Lab fee $150. (Fall)

BIOL 297/497(W). Research in Biology **1-2 hours**

Prerequisite: BIOL 397 or consent of instructor.

Individual research under the direction of members of the staff. Problems will be selected according to the interest and experience of the student. Prior to registration, students are urged to contact all biology staff members with respect to the choice of available research problems. This course should be taken not later than the first semester of the senior year. This course may be repeated for credit. (Fall, Winter, Summer—on demand)

EDUCATION

EDUC 438. Curriculum and Content Methods/Biology **1 hour**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction; planning, testing, and evaluating student performance; and the survey and evaluation of textbooks.

ROSARIO BEACH MARINE BIOLOGICAL FIELD STATION

The Rosario Beach Marine Station is a teaching and research facility operated by Walla Walla College in affiliation with Southern Adventist University and other Adventist colleges. Located seven miles south of Anacortes, Washington, the station occupies 40 acres of beach and timberland. In addition to some of the biology courses listed in this *Catalog*, the following are among those taught during the summer at Rosario Beach:

BIOL 200. Introduction to Marine Biology **3 hours**

An overview course designed to introduce general education students to the biology and ecology of the marine environment. Course not applicable to Biology majors. (Summer)

BIOL 460. Marine Ecology **3 hours**

Prerequisites: BIOL 151-152.

Study of interspecific, intraspecific, and community relationships demonstrated by marine organisms. (Summer)

BIOL 463. Marine Botany **3 hours**

Prerequisites: BIOL 151-152.

Systematic study of plants found in Puget Sound, with a survey of marine plants from other areas. (Summer)

BIOL 468. Comparative Physiology **3 hours**

Prerequisites: BIOL 151-152, BIOL 412.

Comparative study of the physiology and life processes of animals with emphasis on invertebrates. (Summer)

BIOL 475. Marine Invertebrates **3 hours**

Prerequisites: BIOL 151-152.

A description of selected groups of marine invertebrates. The course will involve extensive collection, classification, and study of the marine invertebrates of the Puget Sound. (Summer)

BIOL 516. Behavior of Marine Organisms **3 hours**

Prerequisites: BIOL 151-152 and Animal Behavior or Introduction to Psychology.

A study of intra- and interspecific behaviors of marine animals and their behavioral responses to the physical environment. The course involves laboratory experiences, field observation, and a research project. (Summer)

(E-1) (W) See pages 26-30 for explanation of general education requirements.

SCHOOL OF BUSINESS AND MANAGEMENT

Dean: Don Van Ornam
Faculty: Herbert Coolidge, Peggy Elkins, Richard Erickson, Lisa Gano, Cliff Olson, Vinita Sauder, Jim Segar, Maritu Wagaw, Neville Webster, Robert Webster, Jon Wentworth
Adjunct Faculty: Scott Edens, Letitia Erdmann, Michelle Fetters, Dan Gray, Wayne VandeVere, Greg Willett

Advisory Councils:
Accounting: Richard Center, Rhonda Champion, Richard Green, Bo Just, Calvin Wiese
Administrative Management: Crystal Bartusek, Bernadette Figueiredo, Debbi Frey, Tammy Lowe, Jana Marlow, Joylynn Michals
Long-Term Care Administration: Glen Choban, Scott, Edens, Jo Edwards, Letitia S. Erdmann, Michelle Fetters, Dan Gray, Jan Rushing, Christopher West
Marketing: Barry Anthony, Brian Bergherm, Barb Edens, Franklin Farrow, Danny Fell, Rob Fulbright, Chris McKee

The courses and programs offered by the School of Business and Management are designed to prepare students for business-related careers in the for-profit and nonprofit sectors and/or for further graduate education.

The objectives of the school are:

1. To give the student a broad background of knowledge of the free enterprise system within a framework of moral and ethical guidelines.
2. To assist the student in developing a sound Christian philosophy toward our current economic environment and the ever-changing business world of the future.
3. To provide the student with a quality academic program with basic business skills required for initial job placement.
4. To encourage Seventh-day Adventist students to serve as workers and in positions of business leadership with organizations sponsored by this denomination when opportunities are available.
5. To foster within all students a commitment to excellence and a concept of service in the workplace and to community.
6. To provide the necessary academic background for entrance into graduate degree programs in business.

The School offers a Bachelor of Business Administration degree (B.B.A.) with majors in Accounting, International Business, Long-Term Care Administration, Management, Marketing, and Computer Information Systems and a Bachelor of Science degree (B.S.) with majors in Business Administration and Administrative Management.

For those who desire a two-year program, Associate of Science degrees (A.S.) are available in Accounting and Administrative Management.

ADMISSION

Admission to the School of Business and Management is required before one may graduate with a degree program offered in the School.

Students may be admitted who have met these criteria:

1. Completed general education: ENGL 101 and 102, and MATH 120 or equivalent.
2. Completed nine hours of lower division business courses that apply to their major with a "C" or better.
3. Earned overall GPA of 2.5 or better.

Those pursuing a degree program in the School of Business and Management must apply for admission during their sophomore year (24-54 hours).

Transfer students will be considered for admission after they have earned nine hours in residence in their major.

SCHOOL OF BUSINESS AND MANAGEMENT PROBATION

If a student's GPA falls below 2.25 in either the major or overall, the student will be placed on School of Business and Management probation. If the GPA doesn't improve to 2.25 by the end of one semester on probation, the student must repeat courses in an effort to increase the GPA. The faculty of the School of Business and Management must approve each probation student's course load before the student may register.

ASSESSMENT

To help the graduates in Business Administration to evaluate their academic progress and to aid the School in evaluating teaching effectiveness, students who major in business-related fields will be required to:

1. Participate in the university-wide testing program in general education.
2. Take the area test in business prepared by the Educational Testing Service (ETS) during the last semester of their academic program.
3. Accounting majors who plan to enter public accounting will be evaluated by their performances on the national CPA exam.

PROGRAMS IN BUSINESS ADMINISTRATION AND MANAGEMENT

B.B.A. Core Requirements: The B.B.A. degree requires a basic core of business courses plus a major in Accounting, International Business, Long-Term Care Administration, Management, Marketing, or Computer Information Systems. The core course requirements are as follows:

B.B.A. Core (43 Hours)

Required Courses		Hours
ACCT 221-222	Principles of Accounting	6
ACCT 321	Managerial Accounting	3
ADMN 315	Business Communications (W)	3
BCPT 105	Business Spreadsheets	3
BCPT 314	Management Info Systems	3
BUAD 339	Business Law	3
BUAD 358	Legal, Ethical and Social Environment of Bus (W)	3
BUAD 288/488	Seminar in Business Admin	1
BMKT 326	Principles of Marketing	3
ECON 224	Principles of Economics (Macro)	3
ECON 225	Principles of Economics (Micro)	3
FNCE 315	Business Finance	3
MGNT 334	Principles of Management	3
MGNT 464	Business Strategies (W)	3

Required Cognates		Hours
*ADMN 105	Business Word Processing	2
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
*CPTE 107	Introduction to Database	1
*CPTE 109	Presentations Technology	1
MATH 120	Precalculus Algebra	3
MATH 215	Statistics	3
PSYC	Any 3-hour class	3

*May be satisfied by waiver exam

Major—B.B.A. Accounting (66 Hours)

Required Courses		Hours
	BBA Core	43
ACCT 311-312	Intermediate Accounting	8
ACCT 316	Government & Fund Accounting	3
ACCT 322	Cost Accounting	3

Required Courses, cont.		Hours
ACCT 417	Auditing	3
ACCT 421	Federal Taxes I	3
ACCT 443	Accounting Systems I	3

For Accounting majors who wish to sit for the CPA examination in Tennessee or any other state that requires 150 semester hours to sit for the examination, either the Master in Business Administration (Accounting emphasis) or the following courses are recommended in addition to the 124 hours for the BBA in Accounting degree (choose 26 hours that are not included in the 124 hours above):

Suggested Courses		Hours
ACCT 510	Advanced Financial Accounting	3
*ACCT 520	Advanced Auditing	3
*ACCT 540	Corporate Taxes/Research	3
ACCT 550	Advanced Accounting Problems	3

Suggested Courses, cont.		Hours
ACCT 492	Accounting Internship	1-3
ENGL 313	Expository Writing	3
COMM 136	Interpersonal Communication	3

***These courses are required by the state of Tennessee as part of the 150 hours required for C.P.A. candidates.**

Major—B.B.A. International Business (64)

Required Courses		Hours
	BBA Core	43
BMKT 375	International Marketing	3
ECON 335	International Economics	3
MGNT 363	International Business	3

Required Courses, cont.		Hours
MGNT 368	Multicultural Management	3
	Foreign Lang (Intermediate)	6
	UD Elective in Business	3

Major—B.B.A. Long-Term Care Administration (66 Hours)

Required Courses		Hours
	BBA Core	43
LTCA 431	General Admin of the Long-Term Care Facility	3
LTCA 432	Technological Aspects of Long-Term Care	3
LTCA 434	Financial Management of Long-Term Care Facility	3
LTCA 435	Human Res Mgt and Marketing of Long-Term Care Facility	3

Required Courses, cont.		Hours
LTCA 492	Long-Term Care Administration Internship	8
MGNT 344	Human Resource Mgnt	3

Required Cognates*		Hours
NURS 230	Cert Nursing Asst	3
RELT 373	Christian Ethics	3
PSYC 349	Aging and Society	3

*CORE Cognates MATH 120 and CPTE 107 are not required for Long-Term Care Administration.

Major—B.B.A. Management (64 Hours)

Required Courses		Hours
	BBA Core	43
MGNT 344	Human Resource Mgt	3
MGNT 363	International Business	3
MGNT 372	Entrepreneurial and Small Business Management	3

Required Courses, cont.		Hours
MGNT 410	Organizational Theory and Design	3
MGNT 420	Organizational Behavior	3
	UD Electives in Business	6

Major—B.B.A. Marketing (64 Hours)

Required Courses		Hours
	BBA Core	43
BMKT 328	Sales Management	3
BMKT 375	International Marketing	3
BMKT 423	Promotional Strategy	3

Required Courses, cont.		Hours
BMKT 424	Marketing Strategy	3
BMKT 497	Marketing Research	3
CPTE 345	Computer-Aided Publishing	3
	UD Elective in Business	3

Sample Freshman Year Sequence
B.B.A. Accounting, B.B.A. Management, B.B.A. Marketing
B.B.A. International Business, B.B.A. Long-Term Care Administration

1st Semester		Hours
ERSC 105	Earth Science	3
ENGL 101	College Composition	3
*MATH 120	Precalculus Algebra	3
	Area B-1, Religion	3
	Area C-1, History	3
	Area G-3, Rec Skills	1
		16

2nd Semester		Hours
BCPT 105	Business Spreadsheets	3
BUAD 128	Personal Finance	3
CPTE 107	Introduction to Database	1
ENGL 102	College Composition	3
	Area F-1, Psychology	3
	Area C-1, History OR Area D-4, Communication	3
		16

*Not required for LTC majors.

Major—B.B.A. Computer Information Systems (65 Hours)

Required Courses		Hours
	BBA Core†	37
BCPT 105	Business Spreadsheets	3
CPTR 131-132	Fund of Programming	6
CPTR 217	COBOL Programming Lang	3
CPTR 317	Introduction to File Processing	3
CPTR 318	Data Structures	3
CPTR 319	Data Base Management Systems	3
CPTR 334	Systems Analysis & Design	3
CPTR 335	Systems Implementation & Mgmt	3
CPTR 485	Computer Science Seminar (W)	1

Required Cognates		Hours
COMM 135	Introduction to Public Speaking	3
MATH 120	Precalculus Algebra	3
MATH 215	Statistics	3
PSYC	Any 3-hour Psychology course	3

†Core requirements FNCE 315 and BMKT 326 are not required for the Computer Information Systems major.

Sample Freshman Year Sequence
B.B.A. Computer Information Systems

1st Semester		Hours
CPTR 131	Fund of Programming I	3
ENGL 101	College Composition	3
MATH 120	Precalculus Algebra	3
	Area B-1, Religion	3
	Area E-3/4, Natural Science	3
	Area G-1,/G-3, Skills	1
		16

2nd Semester		Hours
BCPT 105	Business Spreadsheets	3
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
CPTR 132	Fund of Programming II	3
ENGL 102	College Composition	3
	Area G-1, G-3, Skills	1
		16

Major—B.S. Business Administration (46 Hours)

Required Courses		Hours
ACCT 221-222	Principles of Accounting	6
ACCT 321	Managerial Accounting	3
ADMN 315	Business Communications (W)	3
BCPT 105	Business Spreadsheets	3
BCPT 314	Management Information Systems	3
BUAD 339	Business Law	3
BUAD 358	Legal, Ethical, Social Environment of Business (W)	3
BUAD 288/488	Seminar in Business Admin	1
BMKT 326	Principles of Marketing	3

Required Courses, cont.		Hours
ECON 224	Principles of Economics (Macro)	3
ECON 225	Principles of Economics (Micro)	3
FNCE 315	Business Finance	3
MGNT 334	Principles of Management	3
MGNT 464	Business Strategies (W)	3
	UD Elective in Business	3

Required Cognates		Hours
COMM 135	Introduction to Public Speaking	3
MATH 215	Statistics	3

Sample Freshman Year Sequence
B.S. Business Administration

1st Semester		Hours
BUAD 126	Introduction to Business	3
ERSC 105	Earth Science	3
ENGL 101	College Composition	3
	Area B-1, Religion	3
	Area C-1, History	3
	Area G-1, G-3, Skills	1
		16

2nd Semester		Hours
BCPT 105	Business Spreadsheets	3
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
ENGL 102	College Composition	3
	Area C-1, History	3
	Area G-1/G-3, Skills	1
		16

Students who have previously earned a bachelor's degree from an accredited college or university and who have completed all course work equivalent to the B.S. Business Administration required courses excluding BCPT 314 and BUAD 488, may receive a Bachelor of Science degree with a major in long-term care upon the completion of 23 hours of courses (LTCA 431, 432, 434, 435, 492; MGNT 344).

This exception to the 30-hour residence requirement applies only to those who have completed all other major course requirements for the long-term care degree at another institution and have received a bachelor's degree. Regular admission to the LTCA program is subject to receipt of an official transcript showing completion of the bachelor's degree from an accredited institution.

Major—B.S. Administrative Management (56 Hours)

The Administrative Management program prepares students for the varied and challenging career of Administrative Assistants. With our state-of-the-art computer labs, we are on the cutting edge of technology with such software programs as Microsoft Office 97, Corel WordPerfect, Computer-aided Publishing, plus access to the World Wide Web. Our primary objective is to give each student the specialized technological skills along with management and interpersonal skills necessary to meet the demands of a diverse workplace.

Required Courses		Hours
ACCT 221-222	Principles of Accounting	6
ADMN 115	Document Formatting	3
ADMN 216	Business English	3
ADMN 218	Business Math	2
ADMN 223	Information Processing	3
ADMN 313	Information Resource Mgt	3
ADMN 315	Business Communication (W)	3
ADMN 317	Adm Management Procedures	3
ADMN 321	Machine Transcription	3
ADMN 330	Microcomputer Applications	3
ADMN 345	Computer-Aided Publishing	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3
BUAD 339	Business Law	3

Required Courses, cont		Hours
ECON 213	Survey of Economics OR	3
ECON 224	Principles of Economics (Macro)	
MGNT 334	Principles of Management	3
MGNT 344	Human Resource Management	3
	UD Elective in Business	3

Required Cognate		Hours
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence
B.S. Administrative Management

1st Semester		Hours
ADMN 216	Business English	3
ADMN 223	Information Processing	3
BUAD 126	Introduction to Business	3
ENGL 101	College Composition	3
PEAC 225	Conditioning	1
	Area E, Natural Science	3
		16

2nd Semester		Hours
ADMN 115	Document Formatting	3
ADMN 218	Business Math	2
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
ENGL 102	College Composition	3
	Area B, Religion	3
		17

Major—A.S. Accounting (32 Hours)

Required Courses		Hours
ACCT 221-222	Principles of Accounting	6
ACCT 311-312	Intermediate Accounting	8
ACCT 321	Managerial Accounting	3
BCPT 105	Business Spreadsheets	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3
BUAD 358	Legal, Eth and Social Environ of Business(W)	3
ECON 213	Survey of Economics OR	3
ECON 224	Principles of Econ (Macro)	

Required Cognate		Hours
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence
A.S. Accounting

1st Semester		Hours
ACCT 221	Principles of Accounting	3
BUAD 126	Introduction to Business	3
ECON 224	Principles of Econ (Macro) OR	3
ECON 213	Survey of Economics	
ENGL 101	College Composition	3
	Area B-1, Religion	3
	Area G-3, Rec Skills	1
		16

2nd Semester		Hours
ACCT 222	Principles of Accounting	3
BCPT 105	Business Spreadsheets	3
ENGL 102	College Composition	3
	Area F-1, Psychology	3
	Area A-2, Math	0-3
	Electives	4-1
		16

Major—A.S. Administrative Management (38 Hours)

Required Courses		Hours
ACCT 103	College Accounting OR	3
ACCT 221	Principles of Accounting	
ADMN 115	Document Formatting	3
ADMN 216	Business English	3
ADMN 218	Business Math	2
ADMN 223	Information Processing	3
ADMN 313	Information Resource Mgt	3

Required Courses, cont.		Hours
ADMN 315	Business Communications (W)	3
ADMN 317	Admin Management Procedures	3
ADMN 321	Machine Transcription	3
ADMN 330	Microcomputer Applications	3
ADMN 345	Computer-Aided Publishing	3
BUAD 126	Introduction to Business	3
BUAD 128	Personal Finance	3

Required Cognate		Hours
COMM 135	Introduction to Public Speaking	3

Sample Freshman Year Sequence
A.S. Administrative Management

1st Semester		Hours
BUAD 126	Introduction to Business	3
ENGL 101	College Composition	3
ADMN 216	Business English	3
ADMN 223	Information Processing	3
PEAC 225	Conditioning	1
	Area E, Natural Science	3
		16

2nd Semester		Hours
ADMN 115	Document Formatting	3
ADMN 218	Business Math	2
BUAD 128	Personal Finance	3
COMM 135	Introduction to Public Speaking	3
ENGL 102	College Composition	3
	Area B, Religion	3
		17

MINORS IN BUSINESS, MARKETING, ENTREPRENEURIAL AND ADMINISTRATIVE MANAGEMENT

Minor—Business Administration (18 Hours)

Required Courses		Hours
ACCT 221-222	Principles of Accounting	6
ECON 213	Survey of Economics OR	3
ECON 224	Principles of Economics (Macro)	
MGNT 334	Principles of Management OR	3
MGNT 344	Human Resource Mgt	
	UD Electives in Business	6

Minor—Entrepreneurial Management (18 Hours)

Required Courses		Hours
MGNT 203	Fund Decision Making I	3
MGNT 213	Fund Decision Making II	3
MGNT 371	Prin of Entrepreneurship	3
MGNT 372	Entrep & Small Bus Mgnt	3
MGNT 375	Strategic Entrepreneurship	3
	UD Elective in Acct/Bus	3

Minor—Marketing (18 Hours)

Required Courses		Hours
BMKT 326	Principles of Marketing	3
BMKT 375	International Marketing	3
BMKT 424	Marketing Strategy	3
	UD Electives in Marketing	9

Minor—Administrative Management (18 Hours)

Required Courses		Hours
ADMN 115	Document Formatting	3
ADMN 216	Business English	3
ADMN 223	Information Processing	3
ADMN 315	Business Communications (W)	3
ADMN 321	Machine Transcription	3
ADMN 345	Computer-Aided Publishing	3

The following courses MUST BE TAKEN in residence at Southern Adventist University in various School of Business and Management majors:

B.B.A./B.S. Core		Hours
FNCE 315	Business Finance	3
BUAD 358	Legal/Eth/Social Envir of Bus (W)	3
BUAD 288/488	Business Seminar	1
MGNT 464	Business Strategies (W)	3
		10

Accounting Major:

ACCT 417	Auditing	3

International Business Major:

ECON 335	International Economics	3
MGNT 363	International Business	3
MGNT 368	Multicultural Mgnt	3
MKTG 375	International Marketing	3
		12

Management Major:

MGNT 363	International Business	3
MGNT 410	Organizational Theory and Design	3
MGNT 420	Organizational Behav.	3
		9

B.S. Degree, cont.:		Hours
Marketing Major:		
BMKT 328	Sales Management	3
BMKT 424	Marketing Strategy	3
		6
LTCA Major:		
LTCA 431	Gen Admin LTC Facility	3
LTCA 432	Tech Aspects of LTC	3
LTCA 434	Fin Mgmt LTC Facility	3
LTCA 435	Human Resource Mgmt & Marktg LTC Facility	3
LTCA 492	LTC Internship	8
		20
Administrative Management Major: (4 year and 2 year):		
ADMN 317	Admin Mgnt Procedures	3

ACCOUNTING

ACCT 103. College Accounting (G-2) **3 hours**

Covers the fundamental accounting processes dealing with the bookkeeping and accounting functions for the small business, professional offices, merchandising firms and service organizations. (Fall)

ACCT 221-222. Principles of Accounting (G-2) **3,3 hours**

Introduces the student to the "Generally Accepted Accounting Principles." The theory of debit and credit, transaction analysis, financial statement preparation, analysis of basic balance sheet accounts, income recognition, and basic management accounting concepts are covered. Usually not open to freshmen. (Fall, Winter, Summer)

ACCT 311-312. Intermediate Accounting **4,4 hours**

Prerequisites: ACCT 221-222.

An advanced course in accounting principles and theory including preparation of financial statements, intensive study and analysis of the classification and evaluation of balance sheet accounts and their related income and expense accounts.

ACCT 316. Governmental and Fund Accounting **3 hours**
Prerequisites: ACCT 221-222.
An in-depth coverage of the concepts of fund accounting as they apply to governmental units and not-for-profit institutions including schools and hospitals. Attention is given to the pronouncements of the Governmental Accounting Standards Board. (Fall)

ACCT 321. Managerial Accounting **3 hours**
Prerequisites: ACCT 221-222.
A study of selected quantitative management decision-making tools including cost behavior, product and service pricing decisions, budgeting, relevant costs, make-or-buy decisions, capital budgeting, transfer pricing, and performance measurement. (Fall, Summer)

ACCT 322. Cost Accounting **3 hours**
Prerequisite: ACCT 321.
An in-depth study of the more technical aspects of cost accounting systems, including cost allocations, joint product and by-product accounting, actual, standard, and direct cost methods. Process cost is emphasized. The more quantitative aspects of management are covered including decision-making under uncertainty, inventory control, cost behavior and regression analysis, the variance investigation decision, and mix and yield variances. (Winter)

ACCT 417. Auditing **3 hours**
Prerequisites: ACCT 311-312.
A course designed to study auditing and its related types of public accounting work including generally accepted auditing standards, professional code of ethics of the AICPA, and auditing procedures. (Fall)

ACCT 421. Federal Income Taxes I **3 hours**
Prerequisite: ACCT 221.
An introductory course designed to provide training in the application of the Federal Internal Revenue Code to the tax problems of individuals. Primary emphasis is on Federal Income Taxes but Social Security Taxes will also be included. (Fall)

ACCT 443. Accounting Systems I **3 hours**
Prerequisites: ACCT 221-222.
A study of accounting information systems. Internal control, reporting systems, computer based systems and systems development will be covered. (Fall)

ACCT 492. Accounting Internship **1-3 hours**
Prerequisites: Junior or Senior Status.
Students obtain on-the-job experience working in an accounting office. A minimum of 100 clock hours of work experience per semester hour is required . A two-thirds waiver applies to this class, calculated according to the policy on page 255.

ACCT 295/495. Directed Study **1-3 hours**
Individual research work open only to business majors. Content to be arranged. Approval must be secured from the Dean of the School prior to registration.

ADMINISTRATIVE MANAGEMENT

ADMN 105. Business Word Processing (G-2) **2 hours**
Introduces students to computerized keyboarding and basic business formatting techniques. Open only to students with no previous typing instruction. (Fall)

ADMN 115. Document Formatting (G-2) **3 hours**
Prerequisite: Timed writing placement test required.
Builds on the computerized keyboarding competencies students have developed. Emphasis is placed on increasing speed, improving accuracy, developing formatting skills, and learning production skills. Not open to challenge examination. (Winter)

ADMN 216. Business English **3 hours**
Pre- or corequisite: ENGL 101.
An intense study of basic grammar, punctuation, vocabulary, spelling, and word usage as necessary for the fundamentals of business communication. (Fall)

ADMN 218. Business Math (G-2) **2 hours**
The use of the electronic calculator to solve basic business arithmetic operations, such as percentages, interest, discounts, fractions, merchandising, payroll, depreciation, use of credit, and understanding of the use of and graphic presentation of statistical business data. (Winter)

ADMN 223. Information Processing (G-2) **3 hours**
An intensive study of word processing. The most frequently used features and commands are covered, and the concepts, theories, and purposes of the software are stressed throughout. (Fall)

ADMN 313. Information Resource Management **3 hours**
The student learns how to create, input, and maintain a simulated database system. The course includes an extensive study of records management technology which involves not only alphabetical, but also subject, numeric, and geographical storage and retrieval. (Fall)

ADMN 315. Business Communications (W) **3 hours**
Prerequisites: ENGL 101-102.
A study and application of the modern practices in oral and written business communications. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business writing.

ADMN 317. Administration Management Procedures **3 hours**
Prerequisites: ADMN 223, 313.
A study of the integration of skills learned in previous Administrative Management courses, together with emphasis on decision-making ability, judgment, business ethics, and initiative used in the profession. (Winter)

ADMN 321. Machine Transcription **3 hours**
Prerequisites: ENGL 101 and ADMN 115, 216.
Development of skill in producing business documents, using cassette dictation. Focuses on the development of word usage and correct punctuation and document formats used in machine transcription. (Winter)

ADMN 330. Microcomputer Applications **3 hours**
A hands-on, problem solving course using spreadsheet, database, word-processing, and presentation software in the small "real-world" business. Illustrating the most frequently used features and commands included in either *Microsoft Office* or *Corel WordPerfect Suite*. (Fall)

ADMN 345. Computer-Aided Publishing (G-2) **3 hours**
This course is cross-listed with CPTE 245/345, School of Computing. A student may receive credit for this course from only one school.
An introductory course in the use of the computer as an aid in publishing materials such as newsletters, flyers, programs. The course gives training in the preparation of camera-ready services using specialized desktop publishing software such as Aldus PageMaker and Xerox Ventura to do page layout.

ADMN 492. Administrative Management Internship **3 hours**

Pre- or corequisite: ADMN 317.

Supervised work program. Conferences scheduled with instructor during semester for guidance and evaluation. Arrangements to be made in advance with workplace and school instructor. Open only to B.S. junior or senior Administrative Management majors. (Fall, Winter, Summer)

ADMN 495. Directed Study **1-3 hours**

Open only to majors in Administrative Management.

Research studies related to the field of Administrative Management are assigned according to the experience and interest of the student. Length of project determines credit. This course may be repeated for credit. (Fall, Winter, Summer)

BUSINESS ADMINISTRATION

BUAD 126. Introduction to Business (G-2) **3 hours**

A course designed to provide a basic understanding of the American business system and free enterprise concepts. Business practices, business terminology and contemporary business issues are covered. Students who have 18 or more hours of credit in business courses are ineligible to take this course for credit. (Fall)

BUAD 128. Personal Finance (F-2) **3 hours**

A course in basic economic concepts and business terminology and practices designed to provide the techniques to manage personal finances. Budgeting, consumerism, insurance, home ownership, and investments are included in the topics covered.

BUAD 339. Business Law **3 hours**

A course designed to study the nature and social functions of law including social control through law and the law of commercial transactions (uniform commercial code) and business organizations. (Winter)

BUAD 358. Legal, Ethical, and Social Environment of Business (W) **3 hours**

A study of how business should operate within the legal, ethical and political environment, its relationship to government agencies and control, and how individuals in leadership should relate to various social and ethical problems. (Fall)

BUAD 372. Gender and the Workplace. **3 hours**

Analyzes the role of gender in the workplace. Socialization, power, image, and the male-female interdependence and function within the changing context of societal roles are discussed. Students learn the effect of these changes on individuals and how to optimize the workplace environment as a result. (Winter)

BUAD 288/488. Seminar in Business Administration **1 hour**

Includes the Eugene Anderson Lecture Series in business. Top men and women in their field present lectures in insurance, real estate, finance, retailing, production management, etc. Attendance at ten lectures is required. This course may be repeated for credit. (Winter)

BUAD 295/495. Directed Study **1-3 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

BUAD 296/496. Business Administration Study Tour **1 hour**

A trip designed to acquaint the student with important large business centers and facilities. Focus will be on financial, merchandising, advertising, and cultural organizations. An additional fee will be required to cover travel expenses. (Fall)

BUSINESS COMPUTER INFORMATION SYSTEMS

BCPT 105. Business Spreadsheets **3 hours**
An application course where students use spreadsheets to present business data. In a hands-on environment a spreadsheet is the vehicle for classifying, summarizing, analyzing, automating, and presenting data to enhance management's decision-making capability.

BCPT 314. Management Information Systems **3 hours**
Covers the use and effect of computer information processing in a business environment with emphasis on management, the technical foundations of information processing, systems development life cycle, legal, security, and ethical issues, database management, and artificial intelligence. (Winter)

ECONOMICS

ECON 213. Survey of Economics (C-2) **3 hours**
A course designed for the general education student. It provides an understanding of the United States' mixed economy through a study of the market system, the role of money, the government's fiscal policy, and the impact of the foreign sector. No credit is available if ECON 224 or 225 has been taken.

ECON 224. Principles of Macroeconomics (C-2) **3 hours**
A study of economics as it affects the national interest. Specific topics include total employment, output and income, with inflation and recession, and with the variables that influence these conditions. (Fall)

ECON 225. Principles of Microeconomics (C-2) **3 hours**
Prerequisite: ECON 224, a high school economic class , or consent of instructor.
Analyzes specific market environments which influence business policy. Topics include scarcity and choice, individual goods and markets, and the price mechanism showing how it automatically directs the society's resources into the most desirable uses. (Winter)

ECON 335. International Economics **3 hours**
Prerequisites: ECON 224, 225
A study of the economic relationships between countries and the cooperation that is necessary for stable economic world growth. Areas of study include international trade, foreign exchange markets and rates, the balance of payments and the current account. The functions of foreign central banks are examined. Current economic events and problems are covered such as the European common currency. (Fall)

FINANCE

FNCE 315. Business Finance **3 hours**
Prerequisites: ACCT 221-222.
A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization. (Fall, Summer)

FNCE 325. Fundamentals of Investments **3 hours**
A practical, as well as a theoretical, approach is taken for the potential investor of institutional or personal funds through the use of problems, readings, and cases. Topics covered will include stocks and bonds in the security market, real estate, and fixed equipment investments. (Winter)

LONG-TERM CARE ADMINISTRATION

LTCA 431. General Administration of the Long-Term Care Facility **3 hours**
Prerequisite: MGNT 464
Introduces the mission, values, organization, and strategies of nursing homes and other organizations in the long-term care field and reviews their history and philosophy. Applies the concepts of management to the areas of staffing, governance, operations, and physical environment of the care facility. Reviews the regulations for licensing, operating, and insuring various risks within the regulatory setting of the industry. (Summer)

LTCA 432. Technological Aspects of Long-Term Care **3 hours**
A detailed study of the technical aspects of long-term care administration. Their relationship to other health care facilities in the total health care system, and technically related medical relationships and services. A complete review of OBRA is also included. (Summer)

LTCA 434. Financial Management of the Long-Term Care Facility **3 hours**
Prerequisite: FNCE 315.
A review of techniques and interpretation of financial information for management decision-making in the long-term care facility. (Summer)

LTCA 435. Human Resource Management and Marketing of the Long-Term Care Facility **3 hours**
Prerequisite: MGNT 344
A study of the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at a high level. Selection, compensation, financial incentives, work standards, and leadership are the topics that will be covered. Marketing functions, problems, services, and competitive practices will also be covered. (Summer)

LTCA 492. Long-Term Care Administration Internship **8 hours**
A tailored program of management experience in a selected long-term care facility. Will include 400 clock hours of on-the-job experience. For a fee of $1 per clock hour, students may take additional on-the-job experience required for national examinations in some states. The internship will be limited to an area within 600 miles of Southern Adventist University, and if it is beyond that additional fees may be imposed to cover the cost. The number of on-site visits by University personnel will depend on the past experience between the University and the facility and on the qualifications of the preceptor involved. To maintain University control, two visits per internship will be normal. With good past experience and a highly qualified preceptor, one visit will be expected. Three visits may be needed if difficulties arise. The number of required visits is at the discretion of the University. A 50 percent tuition waiver, based on the summer tuition rate, applies to this class.

LTCA 295/495. Directed Study **1-3 hours**
Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

MANAGEMENT

MGNT 203. Fundamentals of Financial Decision Making I **3 hours**
Covers the fundamentals of accounting and budgeting for managers who lack an accounting background, and develops a basic understanding of the use and interpretation of financial statements. The basic math and bookkeeping processes used in small business are also covered. The course is designed for non-business majors who may go into business for themselves. It does not apply toward a bachelor's degree offered by the School of Business and Management. (Fall)

MGNT 213. Fundamentals of Financial Decision Making II **3 hours**
A practical as well as theoretical approach is followed for the potential investor of institutional or personal funds through the use of problems, cases, and readings. Topics include capital budgeting, securities markets, real estate and fixed equipment investments. Also provides an understanding of the U.S. economy via the study of the free-market system, the role of money, and the government's fiscal policy. The course is designed for non-business majors who may go into business for themselves. It does not apply toward a bachelor's degree offered by the School of Business and Management. (Winter)

MGNT 334. Principles of Management **3 hours**
A study of basic business management including an analysis of business policies viewed from the standpoint of the functional characteristics of the management process and current ethics.

MGNT 344. Human Resource Management **3 hours**
An introduction to the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at high levels. Among topics covered are selection, training, compensation and financial incentives, work standards, techniques of supervision and leadership. (Winter)

MGNT 354. Principles of Risk Management **3 hours**
An introductory study in the field of risk management. Material covered includes insurance categories of liability, property, health and life. The primary emphasis will be on business applications, but some consideration will be given to the personal risk.(Winter)

MGNT 363. International Business **3 hours**
A survey of the world environment of business including aspects of economics, cultures, trade theories, governments, exchange and finances, multinational firms' strategies. The impact on business operations of each of these is considered. (Fall)

MGNT 368. Multicultural Management **3 hours**
Develops an understanding of the role and impact of cultural diversity in the workplace. The course focuses on how multiculturalism influences the local and international environments within which organizations operate, including economic, legal, and political aspects; markets and business customs; dealing with foreign governments and nationals; formulating, implementing, and evaluating cross-functional and cross-cultural decision processes that enable an organization to achieve its objectives. (Winter)

MGNT 371. Principles of Entrepreneurship **3 hours**
A study of the theory and practice of initiating a business venture and organizing the necessary resources. Provides an understanding of the risks and rewards associated with entrepreneurship. Topics include start-up financing, marketing, risk management, development and implementation of a business plan. (Fall)

MGNT 372. Entrepreneurial and Small Business Management **3 hours**
Prerequisites: ACCT 221-222 or MGNT 203.
Examines the principles and problems of operating a small business after it is established. Topics covered include a procedural system for establishing a new business, providing physical facilities, financing, organizing, marketing, and the management of the small business. (Winter)

MGNT 375. Strategic Entrepreneurship **3 hours**
Prerequisites: MGNT 371, 372.
Analyzes the development of strategy within the context of the entrepreneurial organization. Topics include managerial strategy, marketing strategy, and financial decision strategy through case methodology. Students learn to design strategies within the organizational mission by identifying, analyzing, and proposing alternative solutions in the strategic context. (Fall)

MGNT 410. Organizational Theory and Design **3 hours**

Prerequisite: MGNT 334

A course for the development of thinking about organizations. Missions, goals, strategies, effectiveness are blended in learning about organizational structure as it is influenced by external realities. Students learn design alternatives to create a fit between the strengths of the organization and its external environment to achieve a sustainable competitive advantage. (Fall)

MGNT 420. Organizational Behavior **3 hours**

Prerequisite: MGNT 334

Investigates the impact that individuals and groups have on values, attitudes, job satisfaction, motivation, and how the resultant organizational structure and culture are effected. The purpose of the course is the application of this knowledge toward improving an organization's effectiveness. Students learn the dynamics of leadership and management as they influence organizational behavior. (Winter)

MGNT 464. Business Strategies (W) **3 hours**

Prerequisites: ACCT 222; BMKT 326; MGNT 334; FNCE 315.

A capstone course that integrates the functional business areas. It is designed to give the student experience in strategic analysis and decision-making using the case method. Students learn to identify, analyze, propose alternative solutions, and make decisions about business strategy. Attention is given to matching organizational resources to the external environment to achieve a strategic competitive advantage.

MGNT 295/495. Directed Study **1-3 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

MARKETING

BMKT 326. Principles of Marketing **3 hours**

A study of the nature and functions of marketing. Includes marketing institutions, basic problems in the marketing of commodities and services, price policies, and competitive practices.

BMKT 328. Sales Management **3 hours**

Prerequisite: BMKT 326.

An examination of the basic sales processes necessary to achieve organizational objectives and the professional techniques used in the management of the sales force ranging from planning-recruiting to day-to-day management. (Fall)

BMKT 375. International Marketing **3 hours**

Prerequisite: BMKT 326.

An exploration of the rapidly expanding world of international marketing. Topics include joint ventures, partnerships, direct exporting, foreign subsidiaries, licensing, contract manufacturing, and direct investment. Doing business across cultural and national boundaries are examined in depth to gain an understanding of the nuances necessary to be successful with an international marketing venture. (Fall)

BMKT 423. Promotional Strategy **3 hours**

Prerequisite: BMKT 326.

An analysis of integrated marketing communications, with an emphasis on the role of advertising, promotion, direct marketing, and public relations. Topics include setting advertising objectives and budget, media strategy, creative strategy, and evaluating promotional effectiveness. Focus is on the design and management of a complete promotional strategy for an organization. (Winter)

BMKT 424. Marketing Strategy **3 hours**

Prerequisite: BMKT 326.

A case study approach to the solving of major marketing problems of various organizations and the ability to formulate appropriate strategies in responding to the presented case problems. (Winter)

BMKT 492. Marketing Internship **3 hours**

Prerequisites: Junior or senior status and departmental approval.

Students obtain on-the-job experience working at an ad agency, marketing department, marketing research company, wholesaler, retailer, or company sales department. A minimum of 130 clock hours of work experience is required. A two-thirds tuition waiver applies to this class, calculated according to the policy on catalog page 255.

BMKT 295/495. Directed Study **1-3 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from Dean of the School prior to registration.

BMKT 497. Marketing Research **3 hours**

Prerequisite: BMKT 326.

A study of the role of research in marketing decision-making; research design, implementation, and analysis and interpretation of research findings. Students will do research for a real business organization, concluding with a research and marketing recommendation report to the sponsoring organization. (Winter)

(C-2) (F-2) (G-2) (W) See pages 26-30 for explanation of general education requirements.

CHEMISTRY

Chair: Rhonda Scott-Ennis
Faculty: Bruce Schilling

The mission of the Chemistry Department is to provide undergraduate students with the knowledge and skills necessary for distinguished professional performance in chemistry or other fields that require a strong background in chemistry. A major in chemistry can be your key to a rewarding and challenging career in a wide variety of areas such as the basic sciences or industrial research, pharmacology, toxicology, chemical engineering, forensic chemistry, chemistry education, medical and paramedical careers, as well as many business applications such as pharmaceutical and chemical sales, patent research and patent law, marketing and consulting—to name just a few.

The B.S. degree in Chemistry is recommended in preparation for graduate study leading to research oriented careers in chemistry, professional applications of chemistry, or post-secondary education. The B.S. degree in Chemistry, Biochemistry emphasis, is recommended for students preparing for careers in medicine or dentistry as well as graduate study, research or teaching in biochemistry, molecular biology, or biotechnology. The B.A. degree is the preferred degree for high-school teaching, pre-paramedical fields, and some of the business applications.

ASSESSMENT

To aid the Chemistry Department in evaluating teaching effectiveness, nationally standardized tests prepared by the American Chemical Society are administered at the end of each course for which a test is available. The test results are evaluated, and teaching procedures and methods are changed as needed.

Major—B.A. Chemistry (30 hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 315	Analytical Chemistry	4
CHEM 411	Physical Chemistry I	4
CHEM 485	Chemistry Seminar (W)	1
CHEM 497	Intro to Research (W)	1
	Chemistry Electives	4

Required Cognates		Hours
MATH 181	Calculus I	3
MATH 182	Calculus II	4
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2

Fundamentals of Programming I (CPTR 131) is highly recommended.

Sample Freshman Year Sequence
B.A. Chemistry

1st Semester		Hours
CHEM 151	General Chemistry	4
ENGL 101	College Composition	3
MATH 120	Precalculus Algebra	3
	Area B, Religion	3
	Electives or Minor	3
		16

2nd Semester		Hours
CHEM 152	General Chemistry	4
ENGL 102	College Composition	3
MATH 121	Precalculus Trigonometry	2
	Area E, Biol/Phys/ Earth Science	3
	Area G-3, Rec Skills	1
	Electives or Minor	2
		15

Major—B.S. Chemistry (40 Hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 315	Analytical Chemistry	4
CHEM 321	Instrumental Analysis	4
CHEM 411-412	Physical Chemistry	8
CHEM 485	Chemistry Seminar (W)	1
CHEM 497	Intro to Research (W)	1
	Chemistry Electives	6

Required Cognates		Hours
MATH 181	Calculus I	3
MATH 182	Calculus II	4
MATH 315	Diff Equations	3
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
PHYS 215-216	General Physics Calculus Applications	2

German or French and Fundamentals of Programming I (CPTR 131) are highly recommended.

NOTE: Some upper division courses are offered in alternate years; the student should plan accordingly.

Sample Freshman Year Sequence
B.S. Chemistry

1st Semester		Hours
CHEM 151	General Chemistry	4
ENGL 101	College Composition	3
MATH 181	Calculus I	3
	Area C, History	3
	Electives or minor	3
		16

2nd Semester		Hours
CHEM 152	General Chemistry	4
ENGL 102	College Composition	3
MATH 182	Calculus II	4
	Area B, Religion	3
	Area G-3, Rec Skills	1
		15

Major—B.S. Chemistry, Biochemistry Emphasis (41 Hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 315	Analytical Chemistry	4
CHEM 331,332	Biochemistry	6
CHEM 334	Biochemistry Lab	1
CHEM 411	Physical Chemistry	4
CHEM 485	Chemistry Seminar (W)	1
CHEM 497	Intro to Research (W)	1
	Chemistry Electives	4
BIOL 412	Cell & Molecular Biology	4

Required Cognates		Hours
BIOL 151,152	General Biology	8
BIOL 316	Genetics	4
MATH 181	Calculus I	3
MATH 182	Calculus II	4
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2

Fundamentals of Programming I (CPTR 131) is highly recommended.

NOTE: Some upper division courses are offered in alternate years; the student should plan accordingly.

Sample Freshman Year Sequence
B.S. Chemistry, Biochemistry Emphasis

1st Semester		Hours
CHEM 151	General Chemistry	4
ENGL 101	College Composition	3
BIOL 151	General Biology	4
MATH 120	Precalculus Algebra	3
	Area G-3 Recreation Skills	1
		15

2nd Semester		Hours
CHEM 152	General Chemistry	4
ENGL 102	College Composition	3
BIOL 152	General Biology	4
MATH 121	Precalculus Trigonometry	2
	Area B, Religion	3
		16

Major—B.A. Chemistry, Teacher Certification (30 Hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 315	Analytical Chemistry	4
CHEM 331	Biochemistry	3
CHEM 411	Physical Chemistry I	4
CHEM 485	Chemistry Seminar (W)	1
CHEM 497	Intro to Research (W)	1
	Chemistry Elective	1

Required Cognates		Hours
BIOL 151	General Biology	4
ERSC 105	Earth Science	3
MATH 181	Calculus I	3
MATH 182	Calculus II	4
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2

See the School of Education and Psychology for listing of professional requirements (28 hours, listed on page 113) and general education requirements (44-47 hours).

Endorsement for Teacher Certification (20 hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
CHEM 311-312	Organic Chemistry	8
CHEM 331	Biochemistry	3
	Chemistry Elective	1
		20

Minor—Chemistry (18 Hours)

Required Courses		Hours
CHEM 151-152	General Chemistry	8
	*Chemistry Electives	10

*A minimum of six hours must be upper division.

CHEMISTRY

CHEM 111-112. Survey of Chemistry (E-2) **3,3 hours**

Prerequisites: A course in high school algebra. A minimum Mathematics ACT score of 16 or a minimum grade of "C" in MATH 080 are also required.

A survey course designed to familiarize the student with the basic principles of inorganic, organic and biochemistry. Three hours of lecture each week. Does not apply to a major or minor in Chemistry. (Fall, Winter, Summer)

CHEM 113-114. Survey of Chemistry Lab (E-2) **1,1 hours**

Prerequisite: Previous or concurrent enrollment in CHEM 111-112.

Laboratory material designed to illustrate the material in lectures of CHEM 111-112. Two and one-half hours of laboratory each week. Does not apply on a major or minor in Chemistry.

CHEM 151-152. General Chemistry (E-2) **4,4 hours**

Prerequisites: High school chemistry and mathematics through high school Algebra II.

An introduction to the fundamental laws and accepted theories of chemistry. Areas to be studied include stoichiometry, atomic and molecular structure and bonding, states of matter, equilibrium, kinetics, thermodynamics, acids and bases, oxidation-reduction and electrochemistry, descriptive chemistry, and nuclear chemistry. Three hours of lecture and three hours of laboratory each week.

CHEM 311-312. Organic Chemistry **4,4 hours**

Prerequisite: Successful completion of CHEM 152.

Many of the fundamental functional groups of both aliphatic and aromatic compounds are studied. Attention is given to spectroscopy, relative reactivities, reaction mechanisms, and physical properties of these compounds. Laboratory experiments acquaint students with basic organic chemistry laboratory techniques and illustrate reactions that are discussed in lecture. Three hours of lecture and four hours of laboratory each week.

CHEM 315. Analytical Chemistry **4 hours**

Prerequisite: CHEM 152.

A study of equilibria as it applies to analytical chemistry. Techniques of determinations, sampling, handling of data, and the detailed chemistry involved are studied in terms of quantitative determinations. Three hours of lecture and four hours of laboratory each week. This class is offered alternate years. (Fall)

CHEM 321. Instrumental Analysis **4 hours**

Prerequisite: CHEM 315.

A study of the theories, techniques, and instruments involved in spectrometry, chromatography, and electrochemistry. Three lectures and one laboratory session per week. This class is offered alternate years. (Winter)

CHEM 331-332. Biochemistry **3,3 hours**

Prerequisites: Successful completion of CHEM 312 and BIOL 151 or consent of instructor.

A study of the basic principles of the chemistry of living organisms. Topics presented in the first semester include the structure, properties, and functions of carbohydrates, lipids, and proteins; an introduction to bioenergetics; enzyme kinetics and mechanisms; and carbohydrate metabolism. Topics presented in the second semester include the metabolism of lipids, proteins, and nucleic acids; energy relationships in the cell and living organisms; and the regulation of gene expression. Three hours of lecture each week.

CHEM 334. Biochemistry Laboratory **1 hour**

Prerequisite: CHEM 315 and previous or concurrent enrollment in CHEM 332.

An introduction to the fundamental techniques used in the study of biochemical systems, including the separation and analysis of biological molecules, enzyme kinetics, and metabolism studies. Four hours of laboratory each week. Requires computer data analysis. (Winter)

CHEM 411. Physical Chemistry I **4 hours**

Prerequisites: CHEM 152; MATH 182; PHYS 212.

A study of the fundamental concepts of chemical thermodynamics, chemical equilibria, properties of pure substances and mixtures, phase changes, kinetic theory, and reaction kinetics and dynamics. This class is offered alternate years and is not open to students who have taken PHYS 411. Three hours of lecture and four hours of laboratory each week. (Fall)

CHEM 412. Physical Chemistry II **4 hours**

Prerequisites: CHEM 152; MATH 315; PHYS 212.

An introduction to quantum chemistry. Areas to be studied include: wave mechanics; boundary problems; the Schroedinger equation and its solution for one electron atoms and extension to multielectron systems; chemical bonding; and atomic and molecular spectroscopy. This class is offered alternate years and is not open to students who have taken PHYS 412. Three hours of lecture and four hours of laboratory each week. (Winter)

CHEM 425. Advanced Organic Chemistry **3 hours**

Prerequisite: CHEM 312.

Compound types, reactions, and intermediates not considered in Organic Chemistry will be studied. Once a sufficient background has been established, an introduction to medicinal chemistry and synthesis of medicinal compounds will be studied. (Winter)

CHEM 485. Chemistry Seminar (W) **1 hour**

Prerequisite: CHEM 312.

Written and oral reports are made on specific topics in the chemistry field. To be taken in the junior or senior year. (Fall)

CHEM 295/495. Directed Study **1-3 hours**

Prerequisite: CHEM 152.

Designed for junior and senior students who wish to do private study or for a group of students who wish a special course on topics not taught under the regular class offerings.

CHEM 497. Introduction to Research (W) **1-2 hours**

Prerequisite: 20 hours of chemistry or permission of the instructor.

Individual research under the direction of the members of the staff. (This course should be taken no later than the first semester of the senior year.) Prior to registration, students are urged to contact all chemistry staff members with respect to choice of available projects.

EDUCATION

EDUC 438. Curriculum and Content Methods/Chemistry **1 hour**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, and the survey and evaluation of textbooks.

(E-2) (W) See pages 26-30 for explanation of general education requirements.

SCHOOL OF COMPUTING

Dean: Timothy D. Korson
Associate Dean: Jared Bruckner
Faculty: Dalton Athey, John Durichek, Rick Halterman, Bradley Hyde, Merritt MacLafferty, Brian Willard
Software Technology Center Director: Timothy D. Korson
Adjunct Faculty: John Beckett, Judy DeLay, Rodney Dixon, Clifford Haas, Mark Rice, Clifford Williams

Computer Science deals with the design and programming of electronic digital computers. In today's society, it is rare that the average person goes through a day without using a computer in some way. Computers are used on Wall Street and at NASA, in cars, microwave ovens, VCR's, TV's and even washing machines. Almost everyone who writes now uses a word processor and even grade-school students are being taught computer usage.

With the growing use of computers has come a growing shortage of computer professionals. While some companies must hire untrained applicants, most are seeking employees with the training, skill, and knowledge of a graduate in Computer Science. Graduates from a computer science program find jobs in industry, health care, financial institutions, education, and research.

The student should choose his area of interest and select courses from computer science and other fields that will fit well with his intended career. Some job titles are: Programmer, Systems Programmer, Systems Analyst, Team Leader, Data Base Administrator, Data Processing Manager, Software Engineer, Applications Engineer, Training Specialist, and Technical Writer.

ADMISSIONS

Admission to the School of Computing is required before graduation with a major offered by the School of Computing. (Computer Information Systems Majors must also be accepted to the School of Business and Management) Declaration as a major is not the equivalent of acceptance to the School of Computing. Minimum requirements for admission to the School of Computing are:

1. Acceptance to Southern Adventist University.
2. Complete general education: ENGL 101 and 102, and MATH 120 or equivalent.
3. Completion of 6 hours of computer courses required in the major with a grade of "C" or better.
4. Earned overall GPA of 2.50 or better.

Students pursuing a major offered by the School of Computing should apply for admission during the sophomore year (24-54 hours). Transfer students will be considered for admission after completing 6 hours of major courses in residence.

SCHOOL OF COMPUTING PROBATION

If a student's GPA falls below 2.25 in either the major or overall, the student will be placed on School of Computing probation. If the GPA does not improve to 2.25 by the end of one semester on probation, the student must repeat courses in an effort to increase the GPA. The faculty of the School of Computing must approve each probation student's course load before the student may register.

ASSESSMENT

In the spring of the senior year all B.A., B.S., and B.B.A. students in computer science will be required to take a written two-hour exam. The results of this exam are used by the School's staff to evaluate class offerings as well as program requirements.

SOFTWARE TECHNOLOGY CENTER

The Software Technology Center (STC) is the research center of the School of Computing. The STC is sponsored in part by the Consortium for the Management of Emerging Software Technology (Comsoft). Comsoft is funded by major corporations such as AT&T, IBM, Spring, Allstate, and NBC. Comsoft also sponsors research centers at Clemson University and Georgia State University. The comsoft administrative offices are located in the STC.

Object-oriented software technology is an important emerging discipline for development of complex software systems. The STC staff work closely with the research and development staffs of major corporations utilizing object-oriented technology.

The STC provides opportunities for students and faculty to work together researching emerging software technologies. In addition it offers employment for motivated students to work on advanced software development projects with major corporations.

CODE OF COMPUTER CONDUCT AT SOUTHERN ADVENTIST UNIVERSITY

1. Users must use only those computer accounts which have been authorized for their use.
2. Users must use their computer accounts only for the purposes for which they were authorized, as arranged with the Information Services Department.
3. Users should minimize the impact of their work on the work of other users. It is the responsibility of the user to learn efficient means of utilizing the computer.
4. Users of campus computers must not make or use unauthorized copies of copyrighted software. Shareware may be freely copied, but students who continue to use it should register and pay the specified fee. Violation of copyright is a serious crime and penalties can be severe.
5. Planting "virus" programs or otherwise misusing campus computers in a way that might destroy the work others are doing is thoughtless vandalism and will be dealt with as any other destructive activity on campus.

PROGRAMS IN COMPUTING

Major—B.A. Computer Science (30 Hours)

Required Courses		Hours
CPTR 131	Fund of Programming I	3
CPTR 132	Fund of Programming II	3
CPTR 219	Computer Organization & Assembler Language	3
CPTR 280	Discrete Structures	3
CPTR 318	Data Structures & Algorithms	3
CPTR 319	Database Mgt Systems	3
CPTR 365	Operating Systems	3
CPTR 405	Organization of Programming Lang	3
CPTR 485	Computer Science Seminar (W)	1
	Computer Electives (2 must be upper division)	5

Required Cognates		Hours
MGNT 334	Prin of Management	3
COMM 135	Intro to Public Speaking	3
MATH 120	Precalculus Algebra	3
MATH 215	Statistics	3

Only 3 hours of CPTE courses may apply to the Computer Science major.

Major—B.S. Computer Science (40 Hours)

Required Courses		Hours
CPTR 131	Fund of Programming I	3
CPTR 132	Fund of Programming II	3
CPTR 219	Computer Organization & Assembler Language	3
CPTR 280	Discrete Structures	3
CPTR 318	Data Structures & Algorithms	3
CPTR 319	Database Mgt Systems	3
CPTR 365	Operating Systems	3
CPTR 405	Organization of Programming Lang	3
CPTR 485	Computer Science Seminar (W)	1
	Computer Electives (5 must be upper division)	15

Required Cognates		Hours
MGNT 334	Prin of Management	3
COMM 135	Intro to Public Speaking	3
MATH 181	Calculus I	3
MATH 215	Statistics	3

Only 3 hours of CPTE courses may apply to the Computer Science major.

Sample Freshman Year Sequence
B.A. or B.S. Computer Science

1st Semester		Hours
CPTR 131	Fund of Prog I	3
ENGL 101	College Composition	3
MATH 120	Precalculus Algebra OR	3
MATH 181	Calculus I	
	Area C-1, History	3
	Area F, Behav/Fam/ Health Science	3
		15

2nd Semester		Hours
CPTR 132	Fund of Prog II	3
CPTR 219	Computer Organization & Assembler Language	3
ENGL 102	College Composition	3
	Area B, Religion	3
	Math Elective	3
		15

Major—B.B.A. Computer Information Systems (65 Hours)

Required Courses		Hours
	BBA Core†	37
BCPT 105	Business Spreadsheets	3
CPTR 131-132	Fund of Programming	6
CPTR 217	COBOL Program Lang	3
CPTR 317	Intro to File Processing	3
CPTR 318	Data Structures & Algorithms	3
CPTR 319	Database Mgmt Sys	3
CPTR 334	Systems Analysis & Design	3
CPTR 335	Systems Implementation & Mgmt	3
CPTR 485	Computer Science Seminar (W)	1

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
MATH 120	Precalculus Algebra	3
MATH 215	Statistics	3
PSYC	Any 3-hour Psychology course	3

†Core requirements FNCE 315 and BMKT 326 are not required for the Computer Information Systems major.

Sample Freshman Year Sequence
B.B.A. Computer Information Systems

1st Semester		Hours
CPTR 131	Fund of Prog I	3
ENGL 101	College Composition	3
MATH 120	Precalculus Algebra	3
	Area B-1, Religion	3
	Area E-3/4, Natural Science	3
	Area G-1,/G-3, Skills	1
		16

2nd Semester		Hours
BCPT 105	Business Spreadsheets	3
BUAD 128	Personal Finance	3
COMM 135	Intro to Public Speaking	3
CPTR 132	Fund of Prog II	3
ENGL 102	College Composition	3
	Area G-1, G-3, Skills	1
		16

ASSOCIATE OF SCIENCE DEGREES

Major—A.S. Computer Science (24 Hours)

Required Courses		Hours
CPTR 131	Fundamentals of Prog I	3
CPTR 132	Fundamentals of Prog II	3
CPTR 217	COBOL Prog Language	3
CPTR 219	Computer Organization & Assembler Language	3
CPTR 317	Introduction to File Proc	3
CPTR 318	Data Structures & Algorithms	3
CPTR 319	Database Management Systems	3
	CPTR Electives	3

Required Cognates		Hours
ACCT 221-222	Principles of Accounting	6
ACCT 321	Managerial Accounting	3
MGNT 334	Principles of Management	3
COMM 135	Intro to Public Speaking	3

Sample Freshman Year Sequence
A.S. Computer Science

1st Semester		Hours
ACCT 221	Principles of Accounting	3
CPTR 131	Fundamentals of Prog I	3
ENGL 101	College Composition	3
MATH 090	Intermediate Algebra OR MATH Elective	3
	Area G-3, Rec Skills	1
	Electives	3
		16

2nd Semester		Hours
ACCT 222	Principles of Accounting	3
CPTR 132	Fundamentals of Prog II	3
CPTR 219	Computer Organization & Assembler Language	3
MATH 120	Precalculus Algebra	3
	Area B, Religion	3
		15

Major—A.S. Computer Applications (34 Hours)

Required Courses		Hours
ART 219	Intro to Computer Graphic	3
CPTE 102	Intro to the Internet	1
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Spreadsheet	1
CPTE 107	Intro to Database	1
CPTE 116	Spreadsheet Applications	2
CPTE 245/345	Computer-Aided Publishing	3
CPTE 249	C.A.D. Mechanical I	3
CPTR 120	Intro to Computer-Based Syst	3
TECH 149	Intro Mechanical Drawing/CADD	3
TECH 183	Basic Electronics	3
TECH 376	Automation/Robotics (CIM)	4
	CPTR/CPTE Electives	6

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
MATH 120	Precalculus Algebra	3
PHYS 137	Into to Physics	3

Sample Freshman Year Sequence
A.S. Computer Applications

1st Semester		Hours
CPTE 105	Intro to Word Processing	1
CPTR 120	Intro to Computer-Based Syst	3
ENGL 101	College Composition I	3
MATH 120	Precalculus Algebra	3
TECH 149	Intro Mechanical Drawing & CADD	3
	Religion	3
		16

2nd Semester		Hours
CPTE 106	Intro to Spreadsheet	1
CPTE 116	Spreadsheet Applications	2
CPTE 249	CADD Mechanical I	3
ENGL 102	College Composition II	3
PEAC 125	Conditioning	1
TECH 183	Basic Electronics	3
	Behavior/Family Science	3
		16

Major—A.S. Architectural Studies (34 Hours)

Required Courses		Hours
ART 104	Drawing I	3
ART 109	Design Principles	3
ART 330	Illustration Methods	3
CPTE 105/106	Word Processing, Spreadsheet	2
CPTE 147	Intro to Architecture & Interiors	3
CPTE 245	Computer-Aided Publishing	3
CPTE 249/281	CADD Architectural I, II	6
ERSC 105	Earth Science	3
TECH 145	Intro to Graphic Arts	3
TECH 151	Intro Archit Drafting/CADD	3
	Computer Science/Technology	2

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
HIST 174/175	World Civ I,II	3
MATH 120	Precalculus Algebra	3
PHYS 137	Intro to Physics	3
	Computer Science/Technology	2
	Area F	2

Sample Freshman Year Sequence
A.S. Architectural Studies

1st Semester		Hours
ART 104	Drawing I	3
ART 109	Design Principles	3
CPTE 105	Intro to Word Processing	1
ENGL 101	College Composition I	3
RELB 125	Life & Teachings of Jesus	3
TECH 151	Intro Archit Drafting/CADD	3
		16

2nd Semester		Hours
CPTE 106	Intro to Spreadsheets	1
CPTE 147	Intro to Archit & Interiors	3
CPTE 245	Computer-Aided Publishing	3
CPTE 251	CADD Architecture I	3
ENGL 102	College Composition II	3
MATH 120	Precalculus Algebra	3
		16

Minor—Computer Science (18 Hours)

Required Courses		Hours
CPTR 131	Fund of Programming I	3
CPTR 132	Fund of Programming II	3
CPTR 318	Data Structures & Algorithms	3

Of the remaining nine elective hours, three must be upper division. The minor is an excellent background for those whose profession is outside of data processing, but who will have to use the computer in their job or work closely with DP personnel. The minor is also appropriate for any student who simply has an interest in computers.

COMPUTER TECHNOLOGY

CPTE 102. Introduction to the Internet (G-2) **1 hour**
Basic skills required for navigating the worldwide Internet including: UNIX commands, electronic mail, FTP, downloading/uploading, Telnet, Gopher, USENET, and the World Wide Web. Configuring a PC for Internet access using shell and dialup IP connections. Fundamental citizenship/ethics issues will be discussed.

CPTE 103. Simple Computer Repair and Upgrade **1 hour**
Diagnosing, repairing, and upgrading of PC's at major component level. What you can do yourself and what to leave for an expert.

CPTE 104. Introduction to Microcomputer Operating Systems (G-2) **1 hour**
Limited to students with no computer background or permission of the instructor. It is designed to introduce the student to the functions and features of DOS, Windows, and UNIX as a preparation for other computer application courses. Some general information about the hardware will be presented so students may feel less intimidated about adding a new board to the computer or hooking up a new mouse. Students will learn how to format disks, manipulate files, and use many utilities. Does not apply toward a baccalaureate major or minor in computer science.

CPTE 105. Introduction to Word Processing (G-2) **1 hour**
Prerequisite: A typing course or permission of instructor.
Word processing on a microcomputer including techniques for creating form letters, and using an electronic dictionary to check spelling.

CPTE 106. Introduction to Spreadsheets (G-2) **1 hour**
Prerequisite: MATH 090 or 103 or Math ACT of 22.
A course using microcomputer spreadsheet programs. The most commonly used functions will be described with simple lab problems.

CPTE 107. Introduction to Database (G-2) **1 hour**
A course using microcomputers as electronic filing cabinets. Information retrieval, report generation, adding, deleting, and updating information.

CPTE 108. Software Installation and Configuration **1 hour**
Installation, configuration, and troubleshooting of different system and application packages concentrating on current popular operating systems for the PC.

CPTE 109. Presentation Technology (G-2) **1 hour**
An investigation of various presentation software packages and their use in making effective presentations. General presentation design, graphics for presentations, use of animation, video and sound in presentations, and display technology. Students will design, create, enhance and use overheads, 35mm slides, outlines, speaker's notes, audience handouts and electronic slide shows.

CPTE 110. Introduction to Web Programming **1 hour**
Introduction to the use of Java and CGI in construction of WWW pages.

CPTE 116. Spreadsheet Applications (G-2) **2 hours**
Prerequisite: CPTE 106.
The use of spreadsheet software on a microcomputer as an aid to financial planning and management.

CPTE 117. Database Applications **2 hours**
Prerequisite: CPTE 107
The use of database software including writing programs in the language of the database.

CPTE 147. Introduction to Architecture and Interiors **3 hours**
An examination of the scope and interrelationships of the professions of architecture and architectural interiors. The role of the designer in society is discussed with consideration of the opportunities for pursuing a rewarding career. Students are introduced to components of the faculty, each describing his or her teaching area. Information sources in architecture are outlined and methods of collecting, structuring and presenting data and ideas are included. Field trips are made to professional offices, manufacturers, and significant buildings and interiors. Open to all students.

CPTE 249. CADD Mechanical I (G-2) **3 hours**
Prerequisite: TECH 149 or equivalent.
An introduction to Computer-Aided Drafting. A study of the computer as an aid in drawing and design as it applies to technical, mechanical, architectural and electrical fields using Auto Cad and Cad Key. Six periods of laboratory each week. Lecture as announced by the instructor. (Winter)

CPTE 251. CADD Architecture I **3 hours**
Through tutorials, exercises, and projects the student gains working knowledge of the drafting and design capabilities of computer-aided design. Introduction to three-dimensional programs using DataCAD and other architectural programs.

CPTE 279. CADD Mechanical II **3 hours**
Prerequisites: TECH 149, CPTE 249.
This course is sequential to CPTE 249 and continues the use of CADKEY. Areas covered are full model-to-drawing associativity, full 3-D design and drafting, fast 3-D rendering with smooth hidden-line removal shading, volumetric and mass property calculations, assembly design and digital prototyping.

CPTE 281. CADD Architecture II **3 hours**
Prerequisites: TECH 151, CPTE 251.
This course is sequential to CPTE 251 and continues the application of CADD to the study of architecture, using the advanced features of DataCAD in problem solving in the design process of structures—single or multistory—using such features as cost estimating, roofing, framing, square foot calculations, pictorial renderings and templates, multi-levels, and walk through to enhance the presentation of plans to the customer.

CPTE 245/345. Computer-Aided Publishing (G-2) **3 hours**
An introductory course in the use of the computer as an aid in publishing materials such as newsletters, flyers, programs. The course gives training in the preparation of camera-ready documents without conventional paste-up and typesetting services using specialized desktop publishing software such as Aldus PageMaker and Xerox Ventura to do page layout.

CPTE 376. Automation and Robotics **4 hours**
Prerequisites: TECH 149, 283, CPTE 249 or equivalent.
Basic elements and principles of computer integrated manufacturing including terminology, computer hardware/software and interfacing, system integration, flexible manufacturing and robotic applications.

CPTE 265/465. Topics in Computer Technology **1-3 hours**
Prerequisite: Permission of Computing staff.
Topics selected from areas of computer technology not covered in other courses. May be repeated with permission.

COMPUTER SCIENCE

CPTR 120. Introduction to Computer-Based Systems (G-2) **3 hours**
An overview of computer information systems. This survey course introduces computer hardware, software, procedures, systems, and human resources and explores their integration and application in business and other segments of society. The fundamentals of computer problem solving and programming in a higher-level programming language are discussed and applied. This course does not apply on a major in Computer Science.

CPTR 131. Fundamentals of Programming I (G-2) **3 hours**
Prerequisite: MATH 090, or MATH ACT of 22, or permission of instructor.
Control structures, data types, data representation, compiling, debugging, modularity, and standard programming algorithms are introduced, using a structured language. (Fall)

CPTR 132. Fundamentals of Programming II (G-2) **3 hours**
Prerequisite: CPTR 131.
An introduction to software technology including elementary data structures for the development of reliable, modifiable programs. (Winter)

CPTR 217. COBOL Programming Language (G-2) **3 hours**
Prerequisite: CPTR 131.
Semantics and syntax of COBOL. Emphasis is placed on business problems using the COBOL Language. (Fall)

CPTR 219. Computer Organization & Assembler Language **3 hours**
Prerequisite: CPTR 131.
Computer structure, machine language, instruction execution, addressing techniques, and digital representation of data. Computer systems organization, symbolic coding and assembly systems and program segmentation and linkage. Systems and utility programs and programming techniques. Several computer projects to illustrate basic machine structure and programming techniques. (Winter)

CPTR 280. Discrete Structures **3 hours**
Prerequisite: MATH 120.
Recommended: Familiarity with a programming language.
An examination of many of the mathematical concepts of particular use to computer scientists. The topics include set theory, relations, graph theory, combinatorics, Boolean algebra, digital logic and circuit design, proof techniques, and finite state automata. (Fall)

CPTR 317. Introduction to File Processing **3 hours**
Prerequisite: CPTR 217.
Tape and disc operations. Includes coverage of sequential and random access files and processing techniques. Development of programs and systems of programs for batch and interactive environments. (Winter)

CPTR 318. Data Structures & Algorithms **3 hours**
Prerequisites: CPTR 132 and MATH 120.
Advanced data structures including heaps, hash tables, height-balanced trees, and graphs. Techniques for data abstraction. Algorithms that have application in many areas of computer science including searching, sorting, and graph algorithms. Problem solving strategies. Recursive algorithms. Analysis of algorithms including time and space complexity analysis and proofs of correctness. Criteria for choosing data structures and algorithms under various conditions. (Fall)

CPTR 319. Database Management Systems **3 hours**
Prerequisites: CPTR 318, 217; ***Recommended:*** CPTR 317.
Introduction to relational, hierarchical, and network approaches. Design, implementation, and management issues. (Winter)

CPTR 334. Systems Analysis & Design **3 hours**
Prerequisite: CPTR 317 or CPTR 319.
Systems development life cycle, systems documentation through the use of both classical and structured tools and techniques for describing data flow, process flow, input and output. Defining logical systems requirements. Logical and physical system design. Hardware/software evaluation and selection. Theories relating to module design, coupling, and strength. Techniques for reducing system complexity.

CPTR 335. Systems Implementation & Management **3 hours**
Prerequisite: CPTR 334
This course presents the management principles unique to the data processing environment. Emphasis is placed on management of systems implementation (including version control, testing, and maintenance), security, network management, and user services.

CPTR 365. Operating Systems **3 hours**
Prerequisites: CPTR 219, 132.
Computer systems components, main storage organization, instruction sets, data representation, task management and scheduling, secondary storage concepts, multi-processor systems, microprogramming, and parallel processing. (Fall, odd years)

CPTR 366. Microcomputer Construction **3 hours**
Prerequisites: CPTR 219, 132.
A class with a large lab component. The student will assemble on a plug-board a complete working microcomputer. The class will cover the information necessary to design a microprocessor based computer with static or dynamic memory, ROM, interrupts, DMA, and various types of I/O. Reading manufacturers specifications and working within the timing parameters is an important part of the course. (Winter, even years—enrollment limited to 10 due to lab equipment.)

CPTR 376. Automation and Robotics **4 hours**
See CPTE 376 for course description.

CPTR 405. Organization of Programming Languages **3 hours**
Prerequisites: CPTR 219, 318.
Develops understanding of the organization of programming languages and their run time behavior. A comparative study, introducing the student to a variety of languages. (Winter, odd years)

CPTR 425. Computer Graphics **3 hours**

Prerequisites: CPTR 132; MATH 120 and 121; Recommended: MATH 181.
This course teaches the principles of generating graphical images on a computer with an emphasis on the underlying mathematical theory and its programming implementations. Topics include graphics primitives (points, lines, polygons, circles, ellipses), windowing techniques, clipping, 2-D and 3-D transformations, projections, 3-D viewing techniques, cubic interpolating and approximating curves (Bezier, B-spline, Catmull-Rom curves), bicubic 3-D surface patches, light and color, fractal curves and surfaces, hidden line and surface removal, depth sorting techniques, reflections, shading, surface mapping, ray tracing, animation techniques. (Fall, even years)

CPTR 485. Computer Science Seminar (W) **1 hour**

Prerequisite: CPTR 318 and 3 hours of CPTR credit numbered 319 or above.
Written and oral reports are made on specific topics treated in current computer science literature. Résumé writing, interviewing, application to graduate school, GRE testing, witnessing on the job and at graduate school are also discussed. The major Field Test in Computer Science by ETS will be taken as a class requirement. (Winter)

CPTR 165/465. Topics in Computer Science **1-3 hours**

Prerequisite: Permission of Computer Science staff.
Topics selected from areas of computer science not covered in other courses. May be repeated with permission.

CPTR 295/495. Directed Study **1-3 hours**

Prerequisite: Consent of instructor and school dean.
Individual or group work adjusted to meet particular needs of computer science students. May be repeated for credit up to six hours.

SOFTWARE ENGINEERING

CPSE 485. Computer Science Seminar (W) **1 hour**

See CPTR 485 for course description.

CPSE 292/492. Software Technology Internship **1-3 hours**

Prerequisite: Consent of instructor and School Dean.
Individual or group work in current software technologies. May be repeated for credit up to six hours.

CPSE 295/495. Directed Study in Software Technology **1-3 hours**

Prerequisite: Consent of instructor and school dean.
Individual or group work adjusted to meet particular needs of computer science students. May be repeated for credit up to six hours.

(G-2) (W) See pages 26-30 for explanation of general education requirements.

SCHOOL OF EDUCATION AND PSYCHOLOGY

Dean: Alberto dos Santos

Faculty: Fern Babcock, Krystal Bishop, Robert Egbert, Jon Green, Sheryl Gregory, Leona Gulley, Carole Haynes, Denise Michaelis, Carleton Swafford

Adjunct Faculty: John Baker, Robert Coombs, LaVona Gillham, Wade Johnson, Ruth Liu

1998/99 Teacher Education Council: *Alberto dos Santos, Chair; George Babcock, John Baker, Krystal Bishop, Ken Caviness, Ted Evans, LaVona Gillham, Jon Green, Jan Haluska, Carole Haynes, Kim Hutchinson, Gary Kaufman, Jud Lake, Denise Michaelis, Larry Miller, Robert Moore, John Perumal, Dennis Pettibone, Mary Jayne Ries, Marvin Robertson, Rhonda Scott-Ennis, Jeff Staddon, Carleton Swafford, Verle Thompson, William Wohlers,*

DEGREES OFFERED

GRADUATE DEGREES

The School of Education and Psychology offers two Master of Science degrees:

1. Master of Science in Education
   Options:
   a. Educational Administration and Supervision
   b. Inclusive Education
   c. Multiage/Multigrade Teaching
   d. Outdoor Teacher Education
2. Master of Science in Counseling
   Options:
   a. Community Counseling
   b. Marriage and Family Therapy

Degree requirements are described in a separate *Graduate Catalog*, available by writing to the School of Education and Psychology.

UNDERGRADUATE PSYCHOLOGY DEGREES

BACHELOR OF ARTS DEGREE IN PSYCHOLOGY

The B.A. degree in Psychology is recommended for those students who desire a liberal arts education as a basis for teaching in the area of psychology, or combining their understanding of psychology with another academic emphasis as medicine, dentistry, law, or business. This degree includes 32 required hours in psychology, two semesters of a foreign language, and 18 hours in a chosen minor.

Major—B.A. Psychology (32 Hours)

Required Courses		Hours
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psychology	3
PSYC 315	Abnormal Psychology	3
PSYC 346	Intro to Personality Theories	3
PSYC 357	Psychological Testing	3
PSYC 377	Fund of Counseling (W)	3

Required Courses, cont.		Hours
PSYC 415	Hist & Sys of Psychology (W)	2
PSYC 485	Psychology Practicum	2
PSYC 490	Psychology Seminar	1
PSYC 497	Research Design & Stats II (W)	3
PSYC	Psychology Electives	6

Required Cognates		Hours
CPTR	Computer Electives	3
EDUC 397	Research Design & Stats I (W)	3
PSYC	Psychology Electives	3

*Six (6) hours of foreign language are required for this major. Students with 2 units of high school foreign language can complete this degree in 124 semester hours. Students without 2 units of high school foreign language can complete this degree program in 130 semester hours.

For students interested in nonclinical work, six hours of electives may be selected from the following courses:

PSYC 224	Social Psychology	3	PSYC 384	Experimental Psychology	3
PSYC 233	Human Sexuality	3	PSYC 432	Industrial/Org Psychology	3
PSYC 326	Physiological Psychology	3	PSYC 465	Topics in Psychology	3
PSYC 349	Aging and Society (W)	3	PSYC 495	Directed Study	1
PSYC 387	Comparative Psychology	3			

For students interested in clinical work, six hours of electives may be selected from the following courses:

PSYC 224	Social Psychology	3	PSYC 465	Topics in Psychology	3
PSYC 233	Human Sexuality	3	PSYC 479	Family Counseling	3
PSYC 422	Adolescent Psyc & Behavior Mgmt	3	PSYC 495	Directed Study	1
PSYC 460	Group Processes	3			

Sample Freshman Year Sequence
B.A. Psychology

1st Semester		Hours
ENGL 101	College Composition	3
HIST 154	Amer Hist & Institutions I	
	OR	3
HIST 174	World Civilizations I	
MATH 103	Survey of Math	3
PEAC	Area G-3, Elective	1
PSYC 124	Intro to Psychology	3
RELB 125	Life & Teachings	3
		16

2nd Semester		Hours
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Spreadsheets	1
CPTE 107	Intro to Data Base	1
ENGL 102	College Composition	3
HIST 155	Amer Hist & Institutions II	
	OR	3
HIST 175	World Civilizations II	
PSYC 128	Developmental Psychology	3
	Elective	3
		15

BACHELOR OF SCIENCE DEGREE IN PSYCHOLOGY

The B.S. degree in Psychology is recommended in preparation for graduate study leading to a career in clinical psychology, counseling psychology, community counseling, marriage and family counseling, industrial and experimental psychology, or any other area of psychology. This degree includes 45 required hours in psychology.

Major—B.S. Psychology (45 Hours)

Required Courses		Hours
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psychology	3
PSYC 224	Social Psychology	3
PSYC 315	Abnormal Psychology	3
PSYC 346	Personality Theories	3
PSYC 357	Psyc Testing	3
PSYC 377	Fundamentals of Counseling	3
PSYC 397	Research Design and Stats I (W)	3

Required Courses, cont.		Hours
PSYC 415	History & Systems of Psyc (W)	2
PSYC 465	Topics	3
PSYC 485	Practicum	2
PSYC 490	Seminar	1
PSYC 497	Research Design and Stats II (W)	3
	Electives	10

Required Cognates		Hours
CPTR	Computer Elective	3
EDUC 250	Technology	2
PSYC	Psychology Electives	21

For students interested in nonclinical work, electives may be selected from the following courses:

PSYC 326	Physiological Psychology	3
PSYC 349	Aging and Society (W)	3
PSYC 387	Comparative Psychology	3
PSYC 384	Experimental Psychology	3
PSYC 432	Industrial/Org Psychology	3
PSYC 465	Topics in Psychology	3
PSYC 495	Directed Study	1

For students interested in clinical work, electives may be selected from the following courses:

PSYC 422	Adol Psyc & Behavior Mgmt	3
PSYC 460	Group Processes	3
PSYC 479	Family Counseling	3
PSYC 495	Directed Study	1

The following courses may be selected as electives:

PSYC 217	Psyc Foundations of Educ	2
PSYC 230	Prin and Application of Cog Dev	2
PSYC 240	Psyc of Exception Child & Youth	2
PSYC 336	Language Acquisition & Devel	2
PSYC 356	Classroom Assessment	2
PSYC 421	Behavior Mgmt (Elem School)	2
PSYC 422	Adolescent Psyc & Behav Mgmt	3

No foreign language is required for this major. However, a language may be taken as an elective or a general education course.

Sample Freshman Year Sequence
B.S. Psychology

1st Semester		Hours
ENGL 101	College Composition	3
HIST 154	Amer Hist & Institutions I	
	OR	3
HIST 174	World Civilizations I	
MATH 103	Survey of Math	3
PEAC	Area G-3, Elective	1
PSYC 124	Intro to Psychology	3
RELB 125	Life & Teachings	3
		16

2nd Semester		Hours
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Spreadsheets	1
CPTE 107	Intro to Data Base	1
ENGL 102	College Composition	3
HIST 155	Amer Hist & Institutions II	
	OR	3
HIST 175	World Civilizations II	
PSYC 128	Developmental Psychology	3
	Elective	3
		15

Minor—Psychology (18 Hours)

Required Courses		Hours
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psychology	3
PSYC	Electives	12
	(6 hours must be upper division)	

ASSESSMENT OF PSYCHOLOGY MAJORS

The comprehensive assessment of senior psychology majors (including education students who major in psychology for teacher licensure) takes place during their last academic year. Students are required to take the 16PF test and prepare a portfolio. This senior assessment must be completed to have the recommendation of the School for graduation. The final assessment is graded on an Honor, Pass, or Fail basis. Results of student assessment are evaluated by the faculty with a view to changing course content as needed. A more detailed listing of requirements entitled "Senior Psychology Assessment" may be obtained from the School of Education and Psychology.

UNDERGRADUATE DEGREES IN TEACHER EDUCATION

Philosophy and Objectives

The School of Education and Psychology is the unit duly authorized to prepare teachers who meet certification requirements for public, church related, and other private elementary and secondary schools.

The unit subscribes to the philosophy that man was created in the image of God but as a result of willful disobedience sin has marred his God-given attributes and divine likeness. This philosophy recognizes that the object of education is also the object of redemption—to restore in man the image of his maker and bring him back to the perfection in which he was created. Thus the work of redemption is also the work of education, involving the development of the whole person—physical, mental, spiritual, and social.

The teacher education programs in the unit are founded upon the basic assumption that there is a body of information, research, and practice that make up the knowledge base for the teaching profession and that acquisition of this knowledge is a significant part of the teacher's preparation. The unit further confirms the belief that a teacher should be a good example in health, intellect, and character. This program of teacher education is guided by the following statement of mission:

Statement of Mission

The mission of the School of Education and Psychology at Southern Adventist University is to prepare, primarily for the Seventh-day Adventist school system, professional educators at both undergraduate and graduate levels who can function effectively in a culturally pluralistic society and who are dedicated to assisting students in reaching their maximum potential in service to God and man. Additionally, it is the mission of the School of Education and Psychology to prepare psychology students for graduate school to become Christian counselors and psychologists who are professionally equipped to deal ethically and with empathy and love to those who need healing of mind and soul.

Objectives of the Teacher Education Program

The teacher education program at Southern Adventist University is designed to help the teacher candidate develop personal values and acquire the knowledge, skills, and competencies needed to function effectively in the teacher's role as a person, a facilitator of learning, a practitioner, and a professional.

The Teacher As a Person

To promote the personal development of the prospective teacher (which includes physical, aesthetic, intellectual, and moral values) by guidance and advisement through general education which results in:

1. an understanding, appreciation, and enjoyment of man's creative activity in the humanities, social, and natural sciences;
2. a development of personal values that recognize our pluralistic cultural heritage as well as individual worth and integrity and brotherhood of mankind under God;
3. the ability to communicate ideas clearly and effectively in reading, writing, speaking, and listening;
4. an appreciation of the value of health and the importance of health practices in home and family life.

The Teacher As a Facilitator of Learning

To provide a set of educational experiences that will enable the teacher candidate to master the skills in:

5. planning curriculum encounters with learners with appropriate materials and instructional strategies;
6. identifying learning objectives at appropriate levels;
7. using diagnostic and evaluation strategies;
8. handling classroom management and reinforcement strategies;
9. applying principles of human growth and development and theories of learning to classroom situations;
10. integrating faith and learning, along with emphasizing character development;
11. recognizing and encouraging creativity and the maximum possible development of student abilities.

The Teacher As a Practitioner

To maintain a learning environment that is conducive to acquiring the knowledge, skills and competencies that characterize successful practitioners through:

12. enhancement of positive attitude toward self, intellectual curiosity, and independent critical thinking;
13. continuing experimentation and innovation with new pedagogical practices and basic tools of learning;
14. utilization of translatable research;
15. on-campus instruction and off-campus field experiences in public and private schools.

The Teacher As a Professional

To provide a social-emotional climate and opportunities for the development of leadership skills while encouraging attitudes and experiences that foster professional growth by:

16. participating actively in the campus student education association;
17. becoming familiar with the professional organizations and their journals and the nature of the articles reported in them;
18. keeping abreast with developments in education, school reform and legislation;
19. participating in activities that enhance church, home, and community relationships;

20. demonstrating a genuine interest and concern for the physical, mental, social, and spiritual development of the learner.

TEACHER EDUCATION PROGRAMS

Southern Adventist University has approved teacher certification programs at four levels:

K-8
- B.A. in Psychology Leading to Licensure

1-8
- B.A. in Social Science Leading to Licensure (Language Arts Emphasis)
- B.S. in Science and Math Studies Leading to Licensure

K-12
- Health/Physical Education
- Music Education

7-12
- Biology Education
- Chemistry Education
- English Education
- History Education
- Mathematics Education
- Physics Education
- Religious Education

ADMISSION PROCEDURES

Admission to Southern Adventist University does not automatically enroll the student into teacher education. There are three stages that students must go through to be fully accepted in the teacher education program.

A. Initial Admission to the Teacher Education Program

Each student accepted at Southern Adventist University who indicated that teaching is his/her professional objective is assigned an educational program adviser by the Dean of the School of Education and Psychology in cooperation with the advisement coordinator in the Records Office. The advisers assist in planning a student's academic program each year and guide their advisees through the stages of the Teacher Education Program. Advisers and advisees should work closely to follow the professional sequence of courses. Students assume responsibility for making necessary applications, meeting the requirements, and other relevant deadlines.

The first semester of the sophomore year, but not later than the second semester of the sophomore year, the student should file a formal application for initial admission to the Teacher Education Program. Application forms may be obtained from the School secretary in Summerour Hall. Transfer students wishing to enter the Teacher Education Program should file an application after the first year in residence. Upon application, a file is set up for each applicant containing relevant information to the student's candidacy. To be initially admitted, all the following criteria must be met:

1. Be in residence at the University.
2. Submit an autobiography in your own handwriting containing anecdotal information on why you decided to pursue a career in teaching.
3. Have an overall grade point average of 2.50.

4. Have completed ENGL 101-102 with a minimum grade of C-.
5. Show evidence of physical, mental, and moral fitness.
6. Have successfully completed EDUC 135 with a minimum grade of C-.
7. Have passed the PRAXIS I (Pre-Professional Skills Test) which is the entrance competency test required by the State of Tennessee. An enhanced ACT composite score of 22 or above will EXEMPT the student from the Pre-Professional Skills Test.
8. Have taken the 16 Personality Factor Test.
9. Have obtained recommendations from the Vice President of Student Services and the student's academic adviser.
10. Have received a score of 20 or higher on the Reading Section of the ACT, or passed the Nelson-Denny Reading Test with a standing score in the 50th percentile, or, in consultation with the School dean, satisfactorily completed a remedial program. If a score lower than the fiftieth (50th) percentile is received in the Nelson-Denny, a remedial program must be satisfactorily completed before the test is retaken.

Applicants meeting the above criteria are recommended by the Education faculty to the Teacher Education Council. The student will be informed in writing as to the status of the application for admission following the action of the Teacher Education Council.

B. Candidacy and Retention in Teacher Education

After the applicant has been admitted to the Teacher Education Program, his/her progress will be reviewed by the Candidacy Committee, consisting of the adviser, a departmental/school representative, and one elementary or secondary teacher. As a teacher candidate, the applicant will be given an opportunity to interact with the Candidacy Committee in a non-threatening atmosphere. During the interview the candidate can strengthen his/her commitment to teaching or express his/her concerns and questions about the teaching profession.

Retention in the teacher education program is contingent on successful completion of courses attempted and maintenance of the academic standard required for initial admission to the program. Teacher candidates are expected to maintain consistent personal representation of the standards and objectives of Southern Adventist University and the teacher education program.

C. Authorization to do Student Teaching

After acceptance into the Teacher Education Program and before the first semester of the senior year, the teacher candidate must file a formal application with the faculty of the School of Education and Psychology for authorization to do student teaching. Application forms may be obtained from the School secretary in Summerour Hall. A late application may delay the student teaching experience. Student teaching is regarded as the culminating experience of the Teacher Education Program.

The following criteria are considered for each applicant:

1. Completion of all professional education courses
2. Cumulative GPA of 2.50
   Major Studies GPA of 2.50
   Professional Education GPA of 2.50
3. Evidence of good physical and mental health
4. Adherence to standards and objectives of Southern Adventist University and the Teacher Education Council
5. Formal application for student teaching at least one semester in advance
6. Proof of current certification in First Aid/CPR
7. Recommended by the Education faculty
8. Approval of the Teacher Education Council

Teacher candidates who meet the above criteria are recommended by the Education and Psychology faculty to the Teacher Education Council. Candidates are informed in writing as to the status of their application following the action of the Teacher Education Council.

Advisement

The major goal of the advisement process is to orient the teacher candidate with the total teacher education program, with major emphasis on its three components, namely, general education, professional education, and specialty studies. This is accomplished by the academic adviser as s/he interacts with his/her advisees during advisement sessions.

APPEAL PROCEDURES

Criteria and standards for admission to teacher education are explicit, but allow for second chance attempts. Courses may be repeated to raise GPA or students may follow the Grievance Procedures found under Academic Policies (page 41). Also, students who do not meet all the criteria required to do Student Teaching may appeal to the Appeals Committee. The applicant who has to take this alternative route will be evaluated on the bases of eminence and outstanding strengths in several other criteria rather than minimal meeting of those criteria. The Appeals Committee makes recommendation to the Teacher Education Council who determines the final action. Any applicant who determines to follow this alternative policy must seek counsel from the Dean of the School of Education and Psychology.

TEACHER LICENSURE

Licensure and certification are synonymous terms for the process of granting legal authorization to teach in the public or private elementary or secondary schools of a state or of the Seventh-day Adventist Church based on meeting predetermined qualifications. Certification has been established to give professional status to qualified teachers and to assure school boards and parents that the teacher is well prepared.

WHO CAN OBTAIN CERTIFICATION?

Every student who successfully completes the requirements for teaching in the elementary or secondary school and graduates from Southern Adventist University will receive recommendation for certification based upon the following criteria:

A. Successful completion of student teaching assignments
B. Satisfactory completion of all credential requirements
C. Recommendation of major departments/schools
D. Satisfactory scores on the Core Battery and appropriate specialty area(s) of the PRAXIS National Teacher Examinations

Certification is not automatic. The eligible candidate must make the necessary application to the appropriate union conference for denominational certification and to the specific state department of education where the candidate expects to teach. Information regarding certification is available through the Southern Adventist University certification officer. Since teacher certification regulations are always in the process of change, graduating teacher education candidates are urged to make their applications for certification immediately. If the candidate does not make application within two years for denominational certification, or within three years for Tennessee State certification, s/he will have to take additional courses before certification can be issued.

WHAT CERTIFICATES MAY BE OBTAINED?

A. Teacher's Certificate (Tennessee)
A certificate is issued on the basis of a minimum of a Bachelor's Degree with a major in at least one subject teaching field and the completion of an approved teacher education program. Satisfactory scores on the Core Battery and relevant specialty area(s) of the PRAXIS National Teacher Examinations must be obtained.

B. Basic Certificate (SDA denominational)
Required by the Department of Education of the North American Division of Seventh-day Adventists. This three-year denominational certificate is issued on the basis of completing the following courses in addition to the above requirements:

RELT 255	Christian Beliefs	3 hours
RELT 138	Adventist Heritage	3 hours
RELB	Biblical Studies	3 hours
REL	Upper division elective	3 hours
HLED 173	Health and Life	2 hours

REQUIREMENTS FOR CERTIFICATION

Candidates for state certification must complete the appropriate teacher preparation curriculum. This consists of three components: general education, professional education, and major studies.

A. General Education:
This component represents that portion of the total teacher education program designed to foster the development of those competencies that are basic to all life's responsibilities and provide intellectual foundation in the liberal arts. Students pursuing a teacher education curriculum must work closely with their advisers for guidance in the selection of general education courses that are appropriate to their individual needs. Relevant courses are listed in this catalog under the seven main areas of the general education requirements, pages 26-30.

B. Professional Education:

Elementary: The courses for the three elementary programs are included with the degree requirements listed on pages 114-116 of this *Catalog*.

Secondary: The following courses are required for secondary teaching certification. In order to be eligible for certification, students must have a minimum grade point average of 2.50 in the major, professional education, and cumulative.

EDUC 135	Intro to Education	2 hours
EDUC 217	Psychological Foundations of Education	2 hours
EDUC 240	Education for Exceptional Children and Youth	2 hours
EDUC 250	Technology in Education	2 hours
EDUC 325	Philosophy of Christian Education (W)	2 hours
EDUC 356	Classroom Assessment	2 hours
EDUC 422	Adolescent Psychology & Behavior Management	2 hours
EDUC 434	Secondary Reading Methods	2 hours
EDUC 437	Curriculum and General Methods, Grades 7-12	1 hour
EDUC 438	Curriculum and Content Methods, Grades 7-12	1 hour
EDUC 468	Enhanced Student Teaching 7–12 or	
EDUC 469	Enhanced Student Teaching K–12	10 hours
	TOTAL	28 hours

C. Major Studies:

Major studies requirements: Preparation for teaching in the elementary school requires a B.A. in Psychology leading to licensure K-8, B.A. in Social Science leading to licensure 1-8, or a B.S. in Science and Math Studies leading to licensure 1-8. See listings of course sequences on pages 114-117 of this bulletin.

The following departments/schools offer majors that can be combined with professional education courses resulting in licensure to teach:

Biology	History
Chemistry	Mathematics
Education & Psychology	Music
English	Physics
Health/Physical Education	Religion

Students are to complete the degree requirements as specified by their chosen major plus the professional education courses as listed under B above.

D. Miscellaneous Information Relative to Teacher Training:

1. Because of time commitments during the student teaching experience, no additional courses may be taken. The Education faculty will endeavor to provide the opportunity for student teachers to teach in off-campus student teaching centers. It is expected that any student entering student teaching will have completed all other courses.
2. Correspondence credit will be accepted to the extent of one-fourth of the credit required for the certificate provided that no more than four semester hours in education are applied on the professional education requirement. If personal circumstances demand a correspondence

course, a petition must be filed with the School of Education and Psychology and its approval obtained before registering for the course. The course must be completed and the grade filed in the Records Office before student teaching is begun.

3. A major is not always required for additional endorsements. A minor may be acceptable as a second field for SDA certification.
4. Students should contact the School of Education and Psychology for information on specific requirements in the area(s) of endorsement sought.
5. The Teacher Education Program at Southern Adventist University is being constantly refined to meet any and all North American Division and/or State of Tennessee's changing and mandated licensure requirements for teacher preparation. As a result, changes may occur in the course offering and in the program requirements for students preparing to become teachers.

   Teacher education students must meet any and all such additional requirements mandated by NAD or the State of Tennessee, even though such changes may not be listed in the Teacher Education programs in the particular *Catalog* under which the student entered, and students should stay in contact with the School of Education and Psychology to be aware of any changes that may affect them.

DEGREES FOR TEACHING LICENSURE

Major—B.A. Psychology (32 Hours) Leading to Licensure K-8

Major	32
Cognates	4
General Education	56-62
Professional Education	34
Total	**126-132**

While this degree program is open to anyone, it is required for all those who desire to teach Kindergarten and/or lower elementary grades.

Required Courses		Hours
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psychology	3
PSYC 217	Psyc Found of Education	2
PSYC 230	Prin & App of Cog Dev	2
PSYC 240	Psyc of Excep Child & Youth	2
PSYC 315	Abnormal Psychology	3
PSYC 336	Lang Acquisition & Dev	2
PSYC 356	Classroom Assessment	2
PSYC 377	Fund of Counseling (W)	3
PSYC 397	Research Design & Stats I (W)	3
PSYC 421	Behavior Management	2
PSYC 491	Psychology Practicum	1
PSYC 490	Psychology Seminar	1
PSYC 497	Research Design & Stats II (W)	3

Required Cognates		Hours
PETH 463	Phys Ed in Elem School	2
LIBR 325	Lib Materials for Children	2

General Education (56-62 Hours)

AREA A	ENGL 101, 102; MATH 103	9
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hrs.	12
AREA C	HIST 154, 175, 356; GEOG 204	12
AREA D	ART 230; MUED 231; COMM 135; ENGL 216, Foreign Lang. 0-6	10-16
AREA E	BIOL 103; CHEM 111; ERSC 105	9
AREA F	HLED 173	2
AREA G	PEAC 225; PEAC elective, 1 hr	2

Professional Education (34 Hours)

EDUC 135	Intro to Education	2	EDUC 455	Bible Methods	2
EDUC 250	Technology in Education	2	EDUC 456	Language Arts Methods	2
EDUC 325	Phil of Christian Education (W)	2	EDUC 457	Social Studies Methods	2
EDUC 332	Elementary Reading Methods	3	EDUC 461	Multicultural Education Seminar	1
EDUC 426	Kindergarten Methods	2	EDUC 463	Small Schools Seminar	2
EDUC 453	Mathematics Methods	2	EDUC 466	Enhanced Student Tchg K-8	10
EDUC 454	Science & Health Methods	2			

Sample Freshman Year Sequence
B.A. Psychology
Leading to Licensure K-8

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
MATH 103	Survey of Math	3	EDUC 135	Intro to Education	2
PEAC 225	Conditioning	1	ENGL 102	College Composition	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	3
RELB 125	Life & Teachings of Jesus	3	HLED 173	Health for Life	2
	*Area D-1, Foreign Lang	3		*Area D-1, Foreign Lang	3
		16			16

*A student who has 2 units of high school foreign language can complete this degree program in 126 semester hours.

Major—B.A. Social Science (33 Hours)
Leading to Licensure 1-8
(With Language Arts Emphasis)

Major	33
Cognates	2
General Education	47-53
Professional Education	40
Elective	2-0
Total	**124-128**

This degree program is required for those who wish to teach grades 1 through 8 and who want a Language Arts emphasis; however, the program is open to anyone.

Required Courses		Hours
ENGL 205	Grammar & Ling for Tchrs	3
ENGL 216	Approaches to Literature	3
ENGL 313	Expository Writing	
	OR	3
ENGL 314	Creative Writing	
ENGL U.D.	Lit Elective (upper div - W)	3
HIST 154	American Hist & Inst	3

Required Courses, cont.		Hours
HIST 356	Natives and Strangers	3
LIBR 325	Libr Materials for Children	2
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psychology	3
PSYC 230	Princ & App of Cog Dev	2
PSYC 336	Lang Acq & Dev	2
PSYC 397	Research Design & Stats I (W)	3

Required Cognate		Hours
PETH 463	Phys Ed in Elem School	2

General Education (47-53 Hours)

AREA A	ENGL 101, 102; MATH 103	9
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hours	12
AREA C	HIST 175; GEOG 204	6
AREA D	ART 230; MUED 231; COMM 135; Foreign Lang. 0-6	7-13
AREA E	BIOL 103; CHEM 111; ERSC 105	9
AREA F	HLED 173	2
AREA G	PEAC 225, PEAC course, 1 hr.	2

Professional Education (40 Hours)

EDUC 135	Intro to Education	2	EDUC 453	Mathematics Methods	2
EDUC 217	Psyc Foundations of Education	2	EDUC 454	Science & Health Methods	2
EDUC 240	Ed for Exceptional Children	2	EDUC 455	Bible Methods	2
EDUC 250	Technology in Education	2	EDUC 456	Language Arts Methods	2
EDUC 325	Phil of Christian Education (W)	2	EDUC 457	Social Studies Methods	2
EDUC 332	Elementary Reading Methods	3	EDUC 461	Multicultural Education Seminar	1
EDUC 356	Classroom Assessment	2	EDUC 463	Small Schools Seminar	2
EDUC 421	Behavior Management	2	EDUC 467	Enhanced Student Tchg 1-8	10
				Electives	2

Sample Freshman Year Sequence
B.A. in Social Science
Leading to Licensure 1-8
(Language Arts Emphasis)

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
MATH 103	Survey of Math	3	EDUC 135	Intro to Education	2
PEAC 225	Conditioning	1	ENGL 102	College Composition	3
PSYC 124	Intro to Psychology	3	HIST 175	World Civilizations II	3
RELT 125	Life & Tchgs of Jesus	3	HLED 173	Health for Life	2
	*Area D-1, Foreign Lang	3		*Area D-1, Foreign Lang	3
		16			16

*A student who has 2 units of high school foreign language may take 2 hours of electives in place of additional foreign language. Some of the hours listed for the summer session may be taken during the time when foreign language would normally be taken.

Major—B.S. Science and Math Studies (40 Hours)
Leading to Licensure 1-8

Major	40
Cognate	2
General Education	44
Professional Education	38
Total	**124**

This degree program is required for those who wish to teach grades 1 through 8 and who want a Science/Math emphasis; however, the program is open to anyone.

Required Courses		Hours
BIOL 103	Prin of Biology	3
BIOL 424	Issues of Nat Sci/Religion	3
CHEM 111	Survey of Chemistry	3
ERSC 105	Earth Science	3
HIST 356	Natives and Strangers	3
LIBR 325	Library Materials for Children	2
MATH 103	Survey of Mathematics	3
MATH 120	Precalculus Algebra	3

Required Courses, cont.		Hours
MATH 121	Precalculus Trigonometry	2
MATH 475	Mathematics in the Sciences	1
PHYS 137	Intro to Physics	3
PSYC 230	Prin & Appls Cog Dev	2
PSYC 240	Psyc of Excep Children & Youth	2
PSYC 356	Classroom Assessment	2
PSYC 397	Research Design & Stats I (W)	3
PSYC 421	Behavior Management	2

Required Cognate		Hours
PETH 463	Phys Ed in the Elem School	2

General Education (44 Hours)

AREA A	ENGL 101, 102	6
AREA B	RELB, 3 hours; RELT 138, 255; U.D. RELB or RELT, 3 hrs	12
AREA C	HIST 154, 175; GEOG 204	9
AREA D	ART 230; MUED 231; COMM 135; ENGL 216	10
AREA E	Included in the major	0
AREA F	HLED 173; PSYC 128	5
AREA G	PEAC 225, PEAC elective (1 hour)	2

Professional Education (38 Hours)

EDUC 135	Intro to Education	2	EDUC 454	Science & Health Methods	2
EDUC 217	Psyc Foundations of Education	2	EDUC 455	Bible Methods	2
EDUC 250	Technology in Education	2	EDUC 456	Language Arts Methods	2
EDUC 299	Outdoor Ministries	2	EDUC 457	Social Studies Methods	2
EDUC 325	Phil of Christian Education (W)	2	EDUC 461	Multicultural Education Seminar	1
EDUC 332	Elementary Reading Methods	3	EDUC 463	Small Schools Seminar	2
EDUC 364	Environmental Education	2	EDUC 467	Enhanced Student Tchg 1-8	10
EDUC 453	Mathematics Methods	2			

Sample Freshman Year Sequence
B.S. Science and Math Studies
Leading to Licensure 1-8

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	BIOL 103	Prin of Biology	3
HIST 154	American Hist & Institutions I	3	EDUC 135	Intro to Education	2
MATH 103	Survey of Math	3	ENGL 102	College Composition	3
PEAC 225	Conditioning	1	HIST 175	World Civilizations II	3
PSYC 128	Developmental Psych	3	HLED 173	Health for Life	2
RELB 125	Life & Tchgs of Jesus	3	RELT 138	Adventist Heritage	3
		16			16

Minor—Education (18 Hours)

Required Courses		Hours
EDUC 135	Intro to Education	2
EDUC 217	Psyc Foundations of Education	2
EDUC 240	Ed for Excep Childr & Youth	2
EDUC	Electives	12
	(6 hours must be upper division)	

This minor does not automatically lead to either elementary or secondary certification, both of which require a baccalaureate degree and completion of professional education courses for licensure. See the Requirements for Certification beginning on page 114.

PROGRAM FOR ELEMENTARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR SECONDARY CERTIFICATION

Twenty semester hours selected from the courses listed below are required. A minimum of 12 semester hours from these courses must be completed after the date the applicant became eligible for the original certificate endorsed in a subject area in grades 7-12 or in a subject area in grades K-12. **Grades must be C- or better.**

A. Required Courses:
- EDUC 332 Elementary Reading Methods 3
- EDUC 453 Mathematics Methods 2
- EDUC 455 Bible Methods 2
- EDUC 456 Language Arts Methods 2
- EDUC 457 Social Studies Methods 2

B. Six semester hours to include three of the following four areas:
- ART 230 Intro to Art Experiences 2
- EDUC 454 Science and Health Methods in Elem School 2
- MUED 231 Music and Movement 2
- PETH 463 Physical Education in the Elementary School 2

C. Two semester hours must be in Education of Exceptional Children if not previously successfully completed. If Education of Exceptional Children or any of the above required courses in Section A or Section B have been previously completed, the remaining semester hours must be taken from the

following courses:
   a. Library Materials for Children
   b. Health
   c. Geography

D. Two to three semester hours of student teaching.

PROGRAMS FOR SECONDARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR ELEMENTARY EDUCATION CERTIFICATION

The student must take ten hours of credit after the date the original certificate was earned. Six semester hours of the ten must be in specialized professional education appropriate to grades 7-12 and must include a minimum of 2 semester hours of appropriate methods. The credit for at least one area of endorsement in grades 7-12 may have been earned at any time prior to the application for adding the endorsement. **Grades must be C- or better**. The student must also fulfill the following:

1. Meet the State of Tennessee requirements for endorsement in at least one teaching field (this will vary from 18 to 51 hours).
2. A minimum of six semester hours of professional education including:
   A. EDUC 437 or EDUC 438.
   B. Any other courses designated by the School of Education and Psychology.
3. Four semester hours of electives.

ASSESSMENT OF EDUCATION MAJORS

Assessment of senior Education majors takes place during their **full semester of student teaching**. It involves continuous monitoring of the student's classroom performance in both verbal and written feedback. Senior assessment consists of two phases.

Phase One, Formative Evaluation, consists of ongoing monitoring and feedback. The cooperating teacher conducts informal conferences as well as a one-hour weekly formal conference providing anecdotal records. The Southern Adventist University Formative Evaluation Form is completed by the University supervisor and the cooperating teacher.

Phase Two, Summative Evaluation, is completed by both the cooperating teacher and the University supervisor. The instrument used to record the student's skills and behaviors is the Southern Adventist University Summative Evaluation Form. The student teacher is also evaluated by his/her students when they complete the Pupil Evaluation of the Student Teacher. A self-evaluation is completed by the student through a video-taped lesson. The student and the University supervisor critique his/her videotaped performance.

The final letter grade for the student's performance is decided by the Education Faculty. Failure to complete student teaching with a satisfactory grade of C or above results in students being reassigned for an additional practicum.

Graduate follow-up is carried out through the Southern Adventist University Teacher Education Evaluation instrument completed by the first-year teacher. The Supervisor Evaluation of Southern Adventist University Graduates is completed by the student's employer. Feedback from these instruments is used by the School of Education and Psychology staff to make necessary program changes.

In addition to the above, education students obtaining a psychology degree must fulfill the assessment procedures listed on page 107.

EDUCATION

EDUC 134. Principles of Christian Education **2 hours**
An overview of the purposes, administrative organizations and operations of school systems, identified as Christian in purpose, with particular emphasis on the Seventh-day Adventist educational system.

EDUC 135. Introduction to Education **2 hours**
Required of all students seeking elementary or secondary licensure. Designed to acquaint the student with the experiences, qualifications, and duties of the classroom teacher. Students will spend at least twenty (20) hours during the semester observing and participating in local elementary or secondary classrooms.

EDUC 217. Psychological Foundations of Education (F-1) **2 hours**
The study of psychological information and its application to the processes of teaching and learning. The course covers subjects such as theories of learning, pupil characteristics, pupil variability, motivation, classroom management, information processing and assessment.

EDUC 240. Education for Exceptional Children and Youth **2 hours**
A course in the education of exceptional children in the regular classroom. It includes a study of the wide range of factors contributing to the exceptionality, the identification of exceptional children and youth by the classroom teacher and the consequent classroom implications. Twenty (20) hours of clinical and field experience will be required.

EDUC 250. Technology in Education (G-2) **2 hours**
An introduction to applications of technology which will assist in efficient management and effective learning within the school environment. Experience will be gained in the development and use of audio-visual materials including computers and educational software.

EDUC 299. Outdoor Ministries **2 hours**
This course is designed to assist teachers and youth leaders in the development of relationships between children and nature for the purpose of enriching the spiritual life of children and youth. The student will learn to plan object lessons from nature, leadership in pathfindering, summer camp ministries and how to enliven Sabbath School programs with nature. A variety of laboratory skills will be required in area school and church programs (up to 30 hours). A knowledge of nature is suggested but not required.

EDUC 325. Philosophy of Christian Education (W) **2 hours**
A study of the scriptural principles and philosophic base of Christian education as expounded by E. G. White and implemented by the Seventh-day Adventist Church.

EDUC 332. Elementary Reading Methods **3 hours**
Prerequisite: Admission to Teacher Education.
Survey of the materials and methods used in teaching reading in the elementary grades. It emphasizes the approaches to teaching reading including phonics instruction. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 356. Classroom Assessment **2 hours**
Prerequisite: Admission to Teacher Education or permission of school dean.
This class is designed to prepare preservice teachers in the assessment of classroom learning and testing. Discussion will include current and future trends, test construction, and appropriate use of test results. Fifteen (15) hours of clinical and field experience are required.

EDUC 364. Environmental Education **2 hours**

This course is designed to give "hands-on" learning in the use of the outdoor classroom. Recent trends in methods, materials, strategies, laboratory techniques, assessment, and professional guidelines for the elementary, junior, and senior high school curriculum will be covered. Up to four (4) days field experience will be required as a part of the class project. There will be a charge for the trip.

EDUC 397. Research Design and Statistics I (W) **3 hours**

See PSYC 397 for course description. (Credit not permitted if PSYC 397 has been taken.)

EDUC 421. Behavior Management **2 hours**

Prerequisite: Admission to Teacher Education.

Examines basic principles of discipline applicable to elementary school children. It reviews a variety of philosophical approaches to discipline, and identifies and role plays practical procedures for administrators and practitioners by which to attain and maintain acceptable management practices. In addition, the course seeks to probe the concept of discipline as a way of life in which the individual is assisted in developing a satisfactory and fulfilling lifestyle. This course requires five (5) hours of clinical experiences and ten (10) hours of field experiences. (Credit not permitted if PSYC 421 has been taken.)

EDUC 422. Adolescent Psychology & Behavior Management **2 hours**

Prerequisite: Admission to Teacher Education or permission of the instructor.

The determinants and implications of behavioral characteristics and developmental patterns during adolescence will be studied. Content will include the psychological and social dynamics underlying the crises and issues specific to adolescents in modern society. Behavior problems arising as a result of the psychological and social dynamics will be addressed utilizing contemporary behavioral management techniques appropriate for clinical and educational settings. (Credit not permitted if PSYC 422 has been taken.)

EDUC 426. Kindergarten Methods **2 hours**

Prerequisite: Admission to Teacher Education.

Designed to give the student an understanding of administration, program planning, materials, and strategies for teaching in preschool. Emphasis is given to application of the principles of child development and learning to promote harmonious physical, mental, social, and emotional growth. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 434. Secondary Reading Methods **2 hours**

Prerequisite: Admission to Teacher Education.

This course will help teachers focus on those reading skills essential for the needs of each student. It will include modeling the process necessary for reading and learning concepts in a subject area and instructing students so they can become independent learners. Additionally, the development of vocabulary, comprehension and study/reference skills in grades 7-12 will be covered. Causes of reading problems, assessment procedures, and organization of a sound reading program are stressed. Principles learned will be applied in classroom settings. Ten (10) hours of field experiences required.

EDUC 437. Curriculum and General Methods, Grades 7-12 **1 hour**

Prerequisite: Admission to Teacher Education.

This course will include the secondary curriculum content—factors that influence change, the most important current practices, and critical curriculum issues facing educators today. It will provide general knowledge of current teaching methods, strategies of learning, and evaluation procedures, as set forth in the Tennessee Instructional Model. Ten (10) hours of field-based experience in special education and multicultural education are required.

EDUC 438. Curriculum and Content Methods, Grades 7-12 **1 hour**
Prerequisite: Admission to Teacher Education.
The areas which offer methods courses are: Biology, Chemistry, English, Health and Physical Education, History, Mathematics, Music, Physics, Religious Education.
Directed observation in selected schools and attendance at local professional meetings are considered part of this course. Among the student's responsibilities will be the collection and organization of a file of teaching materials, the preparation of lesson plans in harmony with the Tennessee Instructional Model, and evaluation of textbooks. Ten (10) hours of clinical and ten (10) hours of field experiences in selected schools and attendance at selected local professional meetings are considered a part of the course.

EDUC 453. Mathematics Methods in the Elementary School **2 hours**
Prerequisite: Admission to Teacher Education.
Includes curriculum organization, materials, methods, and instructional aids with emphasis on multi-grade classrooms. Attention is given to the sequential skill development and to changes in the mathematical contents, technology and pedagogy. Observation and micro-teaching required. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 454. Science and Health Methods in the Elementary School **2 hours**
Prerequisite: Admission to Teacher Education.
Includes curriculum organization, methods, materials and equipment with emphasis on multi-grade classrooms. Techniques and materials are examined using basic principles of the scientific method. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 455. Bible Methods in the Elementary School **2 hours**
Prerequisite: Admission to Teacher Education.
A course to develop teaching objectives, materials, and strategies in Biblical education with emphasis on the Christ-centered curriculum and integration of faith and learning. Special attention will be given to multi-grade classrooms. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 456. Language Arts Methods in the Elementary School **2 hours**
Prerequisite: Admission to Teacher Education.
Curriculum organization, methods, materials, and instructional aids with emphasis on multi-grade classrooms. Strategies for instruction in writing, spelling, grammar, literature, and composition are developed. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 457. Social Studies Methods in the Elementary School **2 hours**
Prerequisite: Admission to Teacher Education.
A course to develop teaching objectives, instructional strategies, materials, and methods when integrating social studies, geography, and the worldwide mission of the church. Special attention will be given to multi-grade classrooms. Fifteen (15) hours of observations, micro-teaching, and field experience are required.

EDUC 460. Special Education Seminar **1 hour**
Prerequisite: Admission to Teacher Education.
Provides opportunity for the prospective teacher to develop appreciation for children who require special modalities for learning. Field experiences (up to thirty [30] hours) will permit interaction with students with various exceptionalities. A 50 percent tuition waiver applies to this class, calculated according to the policy.

EDUC 461. Multicultural Education Seminar **1 hour**

Prerequisite: Admission to Teacher Education.

A course designed to develop a global perspective in the teacher. Opportunities will be given for interaction in an educational setting with students from varied cultural and minority groups. Adaptation of teaching methods and content to students' backgrounds will be prominent in the fifteen (15) hours of field experiences. A 50 percent tuition waiver applies to this class, calculated according to the policy.

EDUC 463. Small Schools Seminar **2 hours**

Prerequisite: Admission to Teacher Education.

Required of all candidates seeking licensure K-8 or 1-8. Topics will include the specialized needs of the multi-grade teacher in administration, record keeping, curriculum management, and organization in small schools.

EDUC 465. Pre-Session Student Teaching **1 hour**

Prerequisites: Admission to Student Teaching and completion of all other requirements.

This course is offered for qualified students needing experience in the "start up" dynamics of elementary and secondary programs. It involves 80 clock hours of on-site work with a qualified supervising teacher for one week prior to the fall semester through the first week of school. In consultation with the director of practice teaching, students are required to arrange for their own placement and submit a course application to the School of Education and Psychology office by May 1.

EDUC 466. Enhanced Student Teaching K-8 **10 hours**

Prerequisite: Admission to Student Teaching and completion of all other requirements.

Designed as a full-time practicum for one semester. Students are placed for part of the semester in a kindergarten setting. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with Southern Adventist University faculty, who assume responsibility for the final summative evaluation. No other courses may be taken during student teaching. A 25% tuition waiver applies to this class, calculated according to the policy on page 255.

EDUC 467. Enhanced Student Teaching 1-8 **10 hours**

Prerequisite: Admission to Student Teaching and completion of all other requirements.

Designed as a full-time practicum for one semester. Students are placed in two different settings (1-4, 5-8) during the semester. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. No other class work may be taken during student teaching. A 25% tuition waiver applies to this class, calculated according to the policy on page 255.

EDUC 468. Enhanced Student Teaching 7-12 **10 hours**

Prerequisite: Admission to Student Teaching and completion of all other requirements.

Designed as a full-time practicum for one semester. Students are placed in two different settings (7-8, 9-12) during the semester. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. Students may not be enrolled in any other class work during this semester. A 25% tuition waiver applies to this class, calculated according to the policy on page 255.

EDUC 469. Enhanced Student Teaching K-12 **10 hours**
Prerequisite: Admission to Student Teaching and completion of all other requirements. (This course is for music and physical education majors only.)
Designed as a full-time practicum for one semester. Students are placed in three different settings (K-4, 5-8, 9-12) during the semester. The time spent will be approximately 6 weeks in each area. Cooperating teachers, determined by the district and university personnel, are selected according to experience, certification, and competence, and share supervision responsibilities with university faculty, who assume responsibility for the final summative evaluation. Students may not be enrolled in any other courses during this semester. A 25% tuition waiver applies to this class, calculated according to the policy on page 255.

EDUC 475. Workshop in Education (Methodology) **1-3 hours**
Experienced teachers are given opportunity to work under supervision on curriculum problems. Credit is also available for preservice students as an elective.

EDUC 485. Workshop in Education (Content) **1-3 hours**
Experienced teachers are given opportunity to develop new skills and gather new facts in content fields at various levels. Credit is also available for preservice students as an elective.

EDUC 295/495. Directed Study **1-2 hours**
Prerequisite: Admission to Teacher Education.
This course permits the advanced student with adequate preparation to pursue independent study in special fields. This course may be repeated for credit.

PSYCHOLOGY

PSYC 124. Introduction to Psychology (F-1) **3 hours**
A beginning course in the basic principles and concepts of psychology. Special attention is given to provide an exposure to a wide variety of human behaviors, which may include but are not limited to: sensation, perception, learning, memory, thinking, development motivation and personality. Included in this course are twenty (20) hours of active learning experience, which may include field experiences outside the classroom.

PSYC 128. Developmental Psychology (F-1) **3 hours**
A study of life from prenatal through the adult years. Emphasis is placed on the emotional, social, physical, and psychological development of the individual. This course requires ten (10) hours of field experience. The choices of field experience facilities may be limited due to the number of students enrolled in the semester.

PSYC 217. Psychological Foundations of Education (F-1) **2 hours**
See EDUC 217 for course description. (Credit not permitted if EDUC 217 has been taken.)

PSYC 224. Social Psychology (F-1) **3 hours**
A study of human behavior as affected by group living. Dynamics of groups, social roles, communication, and mass behavior are focuses of consideration. Credit applicable for either psychology or sociology emphasis, but not for both.

PSYC 230. Principles and Application of Cognitive Development **2 hours**
Prerequisite: PSYC 124, or EDUC 217, or permission of instructor.
A study of the psychological process by which humans acquire knowledge. Perception, reasoning, problem solving, and language skills will be analyzed. Emphasis will be placed on the applications of cognitive processes to the teaching/learning environments. The practical application of the knowledge learned from cognitive theories is applied to teaching and ten (10) hours of clinical experience is required.

PSYC 233. Human Sexuality (F-1 or F-2) **3 hours**
See SOCI 233 for course description. (Credit not permitted if SOCI 233 has been taken.)

PSYC 240. Psychology of Exceptional Children and Youth **2 hours**
See EDUC 240 for course description. (Credit not permitted if EDUC 240 has been taken.)

PSYC 315. Abnormal Psychology (F-1) **3 hours**
Prerequisite: PSYC 124 or 128.
A study of the etiology of pathological behavior and the factors of good adjustment and mental health. Attention is paid to several continuing or recent controversial issues in the field of psychopathology. Included in this course are active learning experiences.

PSYC 326. Physiological Psychology **3 hours**
Prerequisite: Three hours in Biology.
This course focuses on the physiological substrates of behavior. Specific attention is given to the physiological basis of learning and motivation, sensation, emotion, neural encoding, and sleep. Further analysis of the structural and functional organization of the brain and nervous system. This course will be taught in alternate years.

PSYC 336. Language Acquisition and Development **2 hours**
Prerequisite: PSYC 124 or 128.
A study of the major theories of language acquisition, with emphasis on language development beginning at birth and extending through middle childhood. This course incorporates ten (10) hours of active learning experiences, five (5) hours of which require field experiences outside the classroom.

PSYC 346. Introduction to Personality Theories **3 hours**
Prerequisite: PSYC 124 and 128.
This course is an exploration of the major paradigms of personality theory from a Christian perspective. For example, psychoanalysis, behaviorism, humanism, existentialism, and others will be covered. It will focus on the modern theorists, including White, Rogers, Skinner, May, Bandura, Mischel, Wilson, and Barash. A study of human motivation and an exploration of individual personality perspective will provide useful personal information.

PSYC 349. Aging and Society (F-1) (W) **3 hours**
See SOCI 349 for course description. (Credit not permitted if SOCI 349 has been taken.)

PSYC 356. Classroom Assessment **2 hours**
See EDUC 356 for course description. (Credit not permitted if EDUC 356 has been taken.)

PSYC 357. Psychological Testing **3 hours**
Prerequisite: PSYC 124 and EDUC 397 or approval of instructor.
This course is designed to introduce the student to the principles of testing, particularly as it relates to the practice of psychology. Specifically, the course examines the purpose of individual assessment of ability, aptitude, achievement, interest, and personality. Theory and basic concepts underlying the individually administered and group tests will be evaluated. Non-standardized tests and other techniques for psychological assessment will also be addressed.

PSYC 377. Fundamentals of Counseling (F-1) (W) **3 hours**
Recommended: One course in Psychology.
This is an introduction to the major theories and practices of individual counseling. The dynamics of the helping relationship are analyzed. Theory and practice will be integrated.

PSYC 384. Experimental Psychology **3 hours**
This course is designed to introduce the student to the principles and practices of experimentation in the field of psychology. Specifically, this course focuses on the true experiment. In addition, it will familiarize the student with the quasi experiment and the issues involved in the use of human and animal subjects in research. This course will be taught in alternate years.

PSYC 387. Comparative Psychology **3 hours**
See BIOL 387 for course description. (Credit not permitted if BIOL 387 has been taken.)

PSYC 397. Research Design and Statistics I (W) **3 hours**
Prerequisite: EDUC 135 or PSYC 124 or PSYC 128.
This course provides an introduction to various research methods in the fields of psychology and education. The student is introduced to descriptive and inferential statistics and to the process of proposal writing. Emphasis is placed upon describing how statistics can be used as a tool in research design. Computer aided analysis of data and practice exercises is an integral part of the course.

PSYC 415. History and Systems of Psychology (F-1) (W) **2 hours**
Prerequisite: PSYC 124.
Philosophical and historical backgrounds of psychology leading to a consideration of contemporary schools and systems of psychology.

PSYC 421. Behavior Management **2 hours**
See EDUC 421 for course description. (Credit not permitted if EDUC 421 has been taken.)

PSYC 422. Adolescent Psychology & Behavior Management **3 hours**
See EDUC 422 for course description. (Credit not permitted if EDUC 422 has been taken.)

PSYC 432. Industrial/Organizational Psychology **3 hours**
A study of human behavior in industries and organizations. Major theories, issues, research, and methods will be introduced. Emphasis is given to acquainting students with the possible applications of psychology to the fields of business and organizational management. This course will be taught in alternate years.

PSYC 460. Group Processes **3 hours**
Prerequisite: PSYC 377.
This course will offer the advanced student the opportunity to explore through practice the various roles of group dynamics. The experience will provide skill development for the management of small groups in therapy, school, and church settings.

PSYC 465. Topics in Psychology **3 hours**
Selected topics in psychology as chosen from such areas as: psychology of religion, ethics, individual differences, psychology of women, sensation and perception, etc. This course may be repeated for credit with an appropriate change in topics.

PSYC 479. Family Counseling **3 hours**
Prerequisite: PSYC 377.
An advanced counseling techniques course including an emphasis on family and individual counseling and how to direct persons to make changes towards more effective interpersonal relationships.

PSYC 490. Psychology Seminar **1 hour**
Prerequisite: Psychology major or minor with senior standing.
This course is designed to present an overview of psychology issues and contemporary problems.

PSYC 491. Psychology Practicum **1-3 hours**

Prerequisite: Approval of instructor.

Supervised volunteer/work experience in related fields of psychology. At least forty clock hours of work experience are required for each semester hour of credit. A two-thirds tuition waiver applies to this class, calculated according to the policy. May be repeated for credit for up to 3 hours. Grades will be assigned on an A, B, or F basis.

PSYC 295/495. Directed Study **1-2 hours**

Prerequisite: Approval by instructor.

This course permits the student with adequate preparation to pursue independent study in special fields. The area of study will appear on the transcript. Directed study arrangements are to be completed by the student in advance of registration after consulting with the instructor. Procedures and guidelines are available from the school. May be repeated for credit.

PSYC 497. Research Design and Statistics II (W) **3 hours**

Prerequisite: PSYC/EDUC 397 or approval by instructor.

This course permits students to apply principles of research and statistical analysis of data leading to the completion of a research project.

F-1) (F-2) (G-2) (W) See pages 26-30 for explanation of general education requirements.

ENGINEERING STUDIES

Engineering Studies Committee:
Henry Kuhlman (Chair), John Durichek

Southern Adventist University offers the first two years of a baccalaureate degree in engineering. Upon completing the two-year engineering studies program, students transfer to the Walla Walla College School of Engineering, with which Southern Adventist University is affiliated, for the final two years. Southern Adventist University awards an Associate of Science degree in Engineering Studies. Walla Walla College, located in Washington State, awards a Bachelor of Science in Engineering degree with concentrations in civil, electrical, and mechanical engineering and a pre-professional Bachelor of Science degree in bioengineering.

The WWC School of Engineering offers a high quality program that is fully accredited by the Accreditation Board for Engineering and Technology—the only nationally recognized organization which accredits engineering programs. It has an enrollment of approximately 250 students, many of whom are transfer students from affiliated Seventh-day Adventist colleges or universities.

The Southern Adventist University affiliation with Walla Walla College makes the transition to the final two years of the baccalaureate engineering program essentially the same as if the first two years were taken there. Even though transfer to Walla Walla College is simpler than to a non-affiliated school, the Southern Adventist University engineering studies program is compatible with baccalaureate engineering programs of many colleges and universities.

ASSESSMENT

The engineering studies program is designed to parallel the first two years of the baccalaureate engineering degree at Walla Walla College. It is regularly assessed by means of one or two campus visits each year by engineering faculty from their College of Engineering.

PROGRAM IN ENGINEERING STUDIES

Major—A.S. Engineering Studies (34 Hours)

Required Courses		Hours
ENGR 149	Intro Mech Drawing/CADD	3
ENGR 249	CAD Mechanical I	3
ENGR 211	Eng Mech: Statics	3
ENGR 212	Eng Mech: Dynamics	3
MATH 181	Calculus I	3
MATH 182	Calculus II	4
MATH 200	Elem Linear Algebra	2
MATH 218	Calculus III	4
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
PHYS 311-312	Gen Physics Calc App	2

Required Cognates		Hours
CHEM 151-152	General Chem	8
CPTR 131	Fund of Prog I	3

Sample Freshman Year Sequence
A.S. Engineering Studies

1st Semester		Hours	2nd Semester		Hours
CHEM 151	General Chemistry	4	CHEM 152	General Chemistry	4
CPTR 131	Fund of Prog I	3	ENGR 249	CADD Mechanical I	3
ENGL 101	College Composition	3	MATH 200	Elem Linear Algebra	2
ENGR 149	Intro to Mech Drawing/CADD	3	MATH 182	Calculus II	4
MATH 181	Calculus I*	3	PEAC 125	Conditioning	1
		16	RELB 125	Life and Teachings	3
					17

*Engineering students are expected to have taken a year-long precalculus course (beyond Algebra II) in high school. Precalculus Algebra (MATH 120) is taught during the SAU August summer session.

The total number of hours for the A.S. degree in engineering studies is sixty-four. Students who plan to continue their education at an engineering school other than Walla Walla College should take that school's *Catalog* to the engineering adviser for guidance in selecting general education courses.

ENGINEERING COURSES

ENGR 149. Introduction to Mechanical Drawing and CADD (G-2) **3 hours**
See TECH 149 for course description.

ENGR 211. Engineering Mechanics: Statics **3 hours**
Pre- or corequisites: MATH 182; PHYS 211, 213.
Two and three-dimensional equilibria employing vector algebra; friction; centroids and center of mass, virtual work, and moments of inertia. (Fall)

ENGR 212. Engineering Mechanics: Dynamics **3 hours**
Pre- or corequisites: ENGR 211; MATH 218; PHYS 212, 214, 311-312.
One and two-dimensional kinetics and kinematics of rigid bodies by vector calculus; dynamics of rotation, translation and plane motion; relative motion; work and energy; impulse and momentum. (Spring)

ENGR 249. CADD Mechanical I (G-2) **3 hours**
Prerequisite: ENGR 149 or equivalent.
An introduction to Computer-Aided Drafting. A study of the computer as an aid in drawing and design as it applies to technical, mechanical, architectural and electrical fields using Auto Cad and Cad Key. Six periods laboratory each week. Lecture as announced by the instructor. (Spring)

(G-2) See pages 26-30 for general degree and general education requirements.

ENGLISH

Chair: Wilma McClarty
Faculty: Joan dos Santos, Jan Haluska, Debbie Higgens, Helen Pyke *(Composition Coordinator)*, David Smith
Adjunct Faculty: Tonya Cochran, Rosemary Dibben, Rose Fuller, Penny Kilgore, Dennis Negron, Cathy Olson, Verlene Starr

The English Department offers two categories of classes that view man's search for truth and its most convincing expression through a Christian perspective. *Language* courses aid students in developing ease, confidence, and competence in the art of effective communication and in acquiring knowledge of the science of language; *literature* courses develop the ability to discern and appreciate the best literary works.

Students majoring or minoring in English must meet the specific requirements of the English Department (below) and the General Education program (pages 26-30). For the English major, intermediate foreign language is required. College Composition does not count toward an English major or minor, but students majoring or minoring in English must earn a grade of C or higher in College Composition. English majors will demonstrate computer competence by completing an E-mail component in ENGL 445 and by using word processing to complete the 3-hour written assessment exam.

ASSESSMENT

As part of a departmental assessment process, senior English majors take a written exam and do a written evaluation of departmental programs. Results provide information used to improve departmental programs; graduation eligibility is not affected. Majors are informed about the purpose and nature of these assessment activities when they enter the English program.

PROGRAMS IN ENGLISH LANGUAGE AND LITERATURE

Major—B.A. English (30 Hours)

Required Courses		Hours
ENGL 214	Survey of American Lit	3
ENGL 215	Survey of English Lit	3
ENGL 216	Approaches to Literature	3
ENGL 305	Advanced Grammar	3
ENGL 315	Introduction to Linguistics	3
ENGL 445	Ancient Classics (W)	3
ENGL 313	Expository Writing (W)	
	OR	3
ENGL 314	Creative Writing (W)	

Select 9 Hours From:		Hours
ENGL 217	World Lit in Translation	3
ENGL 335	Biblical Literature (W)	3
ENGL 336	Medieval & Ren Lit (W)	3
ENGL 337	19th-Century Brit Lit (W)	3
ENGL 338	Twentieth-Century Writers (W)	3
ENGL 444	Restor & 18th-Century Lit (W)	3
ENGL 323	19th-Century Amer Lit (W)	
	OR	3
ENGL 425	Literature of the South (w)	
ENGL 313	Expository Writing (W)	
	OR	3
ENGL 314	Creative Writing (W)	
ENGL 491	English Practicum	
	OR	3
ENGL 492	English Internship	

Majors may substitute a journalism writing class or English topics course for one English elective.

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
HMNT 205	Arts and Ideas	3
HIST 374	History of England	3
	Intermed foreign Language	6

Recommended for teaching majors:		Hours
JOUR 205	News Reporting	3
	OR	
JOUR 174/475	Journalism Workshop	1-3

Students planning to obtain educational certification will need to include the required professional education courses and additional general education requirements in their program as outlined in the Education and Psychology section of this catalog. Students preparing for secondary teacher certification must also take LIBR 425. English majors who minor in journalism or public relations are eligible for internships through the Journalism and Communication Department.

Sample Freshman Year Sequence
B.A. English
(Non-Teaching)

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
COMM 135	Intro to Public Speaking	3	ENGL 216	Approaches to Lit	3
	Area B, Religion	3		Area D-1, Inter Foreign Lang	3
	Area C, History	3		Area E, Nat Science	3
	Area D-1, Inter For Lang	3		Minor	3
	Area G-3, Rec Skills	1			
		16			15

Sample Freshman Year Sequence
B.A. English
(Teaching)

1st Semester		Hours	2nd Semester		Hours
EDUC 135	Intro to Education	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	ENGL 216	Approaches to Lit	3
RELT 138	Adventist Heritage	3	HLED 173	Health and Life	2
	Area C, History	3	COMM 135	Intro to Public Speaking	3
	Area D-1, Inter For Lang	3		Area D-1, Inter Foreign Lang	3
		14		Area E, Nat Science	3
					17

Teaching Endorsement (21 Hours)

Students certified in another area who want an endorsement for teaching English must take the following classes:

Required Courses		Hours
ENGL 205	Grammar and Linguistics	3
ENGL 214	Survey of American Literature	3
ENGL 215	Survey of English Literature	3
ENGL 216	Approaches to Literature	3

Required Courses, cont.		Hours
ENGL 313	Expository Writing OR	3
ENGL 314	Creative Writing	
ENGL 445	Ancient Classics	3
LIBR 425	Library Mat for Young Adults	2
EDUC 438	English Methods	1

Minor—English (18 Hours)

Required Courses		Hours
ENGL 214	Survey of Amer Lit	3
ENGL 215	Survey of English Lit	3
ENGL 216	Approaches to Literature	3
ENGL 205	Grammar and Linguistics OR	3
ENGL 305	Advanced Grammar	

Required Courses, cont.		Hours
ENGL 313	Expository Writing (W) OR	3
ENGL 314	Creative Writing (W)	
	Upper Division Electives	3

ENGLISH AS A SECOND LANGUAGE PROGRAM (ESL)

Students whose native language is not English and whose TOEFL scores are between 450-549 or whose English ACT score is below 17 will be required to take special English classes offered by the English Department. These students are ineligible for Basic Writing or College Composition until they have completed these special English classes. Students with TOEFL scores below 450 have not met admissions requirements and hence are ineligible to take classes in the English Department.

Southern Adventist University offers an ESL program with Intermediate and Advanced levels to aid students whose native language is not English. The ESL program is designed to help ESL students improve their English reading, speaking, and writing skills and to prepare for their success in regular academic programs. For details on international ESL students, see the Admissions section of the Catalog.

Placement in the ESL program is based on the TOEFL Michigan Test score of the past 12 months.

Intermediate Level:	1—450-474 (Michigan 70-74) (ESL 031,041,051)
	2—475-499 (Michigan 75-79) (ESL 032,042,052)
Advanced Level:	1—500-524 (Michigan 80-84) (ESL 121,131)
	2—525-549 (Michigan 85-89) (ESL 122,132)

To progress from one level to the next, students must earn a minimum grade of C in the course work and achieve a minimum TOEFL score as follows:

Intermediate Level:	1—475 (ESL 031,041,051)
	2—500 (ESL 032,042,052)
Advanced Level:	1—525 (ESL 121,131)
	2—550 (ESL 122,132)

Intermediate Level Courses		Hours (Non-Credit)
ESL 031	Language Skills I: Writing 1	3
ESL 032	Language Skills I: Writing 2	3
ESL 041	Language Skills I: Grammar 1	3
ESL 042	Language Skills I: Grammar 2	3

Intermediate Level Courses, cont.		Hours (Non-Credit)
ESL 051	Language Skills I: Reading/Discourse 1	3
ESL 052	Language Skills I: Reading/Discourse 2	3
ESL 061	Language Skills I: TOEFL Prep	1

Students are allowed to take 3 additional non ESL credit hours for elective college credit.

Advanced Level Courses:		*Hours
ESL 121	Language Skills II: Writing/Grammar 1	3
ESL 122	Language Skills II: Writing/Grammar 2	3
ESL 131	Language Skills II: Reading/Discourse 1	3

Advanced Level Courses, cont.		*Hours
ESL 132	Language Skills II: Reading/Discourse 2	3
ESL 141	Language Skills II: TOEFL Prep	1 (n/c)

*In the Advanced level students may earn up to a maximum of 6 elective credit hours based on the highest grades earned. Students are allowed to take 6 additional non ESL credit hours for elective college credit.

ESL 031. Language Skills I: Writing 1 **3 hours (non-credit)**
Prerequisite: TOEFL score between 450-474 or 70-74 on the Michigan Test
A study of the steps in the writing process, the parts of the paragraph and basic essay, and several important patterns of organization. Emphasis on sentence structure and practice in academic writing skills. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 032. Language Skills I: Writing 2 **3 hours (non-credit)**
Prerequisite: TOEFL score between 475-499 or 75-79 on the Michigan Test
A study of the steps in the writing process, the parts of the paragraph and the basic essay, and several important patterns of organization. Emphasis on sentence structure and practice in academic writing skills. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 041. Language Skills I: Grammar 1 **3 hours (non-credit)**
Prerequisite: TOEFL score between 450-474 or 70-74 on the Michigan Test
A study of form, meaning and use of standard American English grammar. Emphasis on the application of correct grammatical structures in spoken and written English. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 042. Language Skills I: Grammar 2 **3 hours (non-credit)**
Prerequisite: TOEFL score between 475-499 or 75-79 on the Michigan Test
A study of form, meaning and use of standard American English grammar. Emphasis on the application of correct grammatical structures in spoken and written English. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 051. Language Skills I: Reading/Discourse 1 **3 hours (non-credit)**
Prerequisite: TOEFL score between 450-474 or 70-74 on the Michigan Test
A student of basic reading strategies and practice in analysis of interpretation. Emphasis also given to oral communication skills in academic and non-academic situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 475 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 052. Language Skills I: Reading/Discourse 2 **3 hours (non-credit)**
Prerequisite: TOEFL score between 475-499 or 75-79 on the Michigan Test
A study of basic reading strategies and practice in analysis of interpretation. Emphasis also given to oral communication skills in academic and non-academic situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 500 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 061. Language Skills I: TOEFL Preparation **1 hour (non-credit)**
Prerequisite: Admission to the ESL program
A course designed to help Intermediate students prepare for the TOEFL test, giving practice and experience in all areas of the test.

ESL 121. Language Skills II: Writing/Grammar 1 **3 hours**

Prerequisite: TOEFL score between 500-524; Michigan Test 80-84, and for students who have entered the program with TOEFL scores below 500, a minimum grade of C in each of the Language Skills I classes.

This course focuses on the composing of well-developed texts for a variety of writing tasks. It explores the writing process and how the correct use of grammar improves writing effectiveness. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 525 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 122. Language Skills II: Writing/Grammar 2 **3 hours**

Prerequisite: TOEFL score between 525-549; Michigan Test 85-89, and for students who have entered the program with TOEFL scores below 500, a minimum grade of C in each of the Language Skills I classes.

This course focuses on the composing of well-developed texts for a variety of writing tasks. It explores the writing process and how the correct use of grammar improves writing effectiveness. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 550 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 131. Language Skills II: Reading/Discourse 1 **3 hours**

Prerequisite: TOEFL score between 500-524; Michigan Test 80-84, and for students who have entered the program with TOEFL scores below 500, a minimum grade of C in each of the Language Skills I classes.

An integrated course to develop reading, speaking, and listening skills for academic related situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 525 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 132. Language Skills II: Reading/Discourse 2 **3 hours**

Prerequisite: TOEFL score between 525-549; Michigan Test 85-89, and for students who have entered the program with TOEFL scores below 500, a minimum grade of C in each of the Language Skills I classes.

An integrated course to develop reading, speaking, and listening skills for academic related situations. Students who do not both earn a minimum grade of C and achieve the minimum designated TOEFL score of 550 will be required to repeat the course. A fee for the TOEFL test will be charged to the student's account.

ESL 141. Language Skills II: TOEFL Preparation **1 hour (non-credit)**

Prerequisite: Admission to the ESL program

A course designed to help Advanced students prepare for the TOEFL test, giving practice and experience in all areas of the test.

ENGLISH LANGUAGE AND COMPOSITION

ENGL 100. Basic Writing **3 hours**

Focuses on development of writing skills necessary for successful entry into ENGL 101 and for increasing English ACT scores. Students whose English ACT score is 16 or below are required to register for this class. Students successfully completing this course will earn three institutional elective credits. To pass this course, students must earn a minimum grade of C. Near the end of the course, students will be required to take the English section of the ACT test and must score 17 or higher in order to progress into College Composition 101. The test fee will be charged to their accounts. This course may be repeated for credit. This course does not count toward an English major or minor. (Fall, Winter)

ENGL 101-102. College Composition (A-1) **3,3 hours**

Prerequisite to ENGL 101: ACT score of 17 or higher, or TOEFL score of 550 or higher. ***ENGL 101 is prerequisite to ENGL 102.***

A two-semester course focusing strongly on the writing process, especially revision. ENGL 101 emphasizes specific writing skills and principles which readily apply to most writing tasks. Students write expository essays organized according to pre-scribed modes. ENGL 102 reinforces the proficiencies developed in ENGL 101 while focusing on rhetorical and reasoning skills which apply to various persuasive and research writing activities. Students write persuasive essays and a research paper. This course does not count toward an English major or minor. (Fall, Winter, Summer)

ENGL 205. Grammar and Linguistics for Teachers **3 hours**

An individualized review of traditional grammar and standard American usage and an introduction to linguistic topics relevant to the prospective elementary school teacher. Included are a survey of English language development, a study of the nature of language, and a discussion of dialects in the classroom.

ENGL 305. Advanced Grammar **3 hours**

Prerequisite: Minimum English ACT usage subscore of 13, ENGL 205, or a challenge exam. An overview of major grammatical theories. The course, designed for English majors, includes a review of traditional grammar, but emphasizes structural analysis and transformational grammar.

ENGL 313. Expository Writing (G-2) (W) **3 hours**

A workshop approach that provides practical instruction in expository writing for all disciplines. Emphasis on developing a natural writing style; writing economical but lively prose; increasing vocabulary; and cultivating a writing process which frees writer's block and facilitates thoughtful, cogent, focused, coherent, and fluent writing. Involves reading and analysis of a wide variety of writing. Helpful for all students wishing to improve their writing skills, particularly those headed for graduate school or for professions in which writing is important. Tailored to the needs and interests of students who enroll. (Fall)

ENGL 314. Creative Writing (G-1) (W) **3 hours**

Prerequisite: Three hours of literature or permission of instructor.

A study of the principles, techniques, and kinds of personalized writing, providing the student with opportunity to develop his own style and to find possible markets for his manuscripts that may be worthy of publication. (Winter)

ENGL 315. Introduction to Linguistics **3 hours**

Prerequisite: ENGL 305.

A survey course introducing the student to the origin, history, and development of the English language. The course focuses on the nature of language and language change, phonology, morphology, syntax, semantics, and ethical issues in language use. (Winter)

ENGL 491. English Practicum **1-3 hours**

Prerequisites: 18 hours in the major, ENGL 313 Expository Writing or ENGL 314 Creative Writing, and formal approval by the department.

The student gains on-the-job experience using English skills in a part-time work situation (maximum of 25 hours per week). A department coordinator works with the student and a local business to oversee placement and evaluation. Both the student and the business assess in writing the quality and nature of the work experience. The student receives 1 credit hour for each 50 hours of work experience. Positions can be paid or non-paid. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255 (Pass/Fail credit).

ENGL 492. English Internship **3 hours**

Prerequisites: 18 hours in the major, ENGL 313 Expository Writing or ENGL 314 Creative Writing, and formal approval by the department.

The student gains on-the-job experience using English skills in a full-time work situation (minimum of 35 hours per week). A department coordinator works with the student and a selected business to oversee placement and evaluation. Both the student and the business assess in writing the quality and nature of the work experience. A minimum of 150 hours of supervised work is required. Positions can be paid or non-paid. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255. (Pass/Fail credit).

LITERATURE

ENGL 214. Survey of American Literature (D-2) **3 hours**

Prerequisite: ENGL 102.

A study of representative selections from major American authors, colonial through modern, with emphasis on ideas, attitudes, and trends having individual, national, and universal interest. (Fall)

ENGL 215. Survey of English Literature (D-2) **3 hours**

Prerequisite: ENGL 102.

A study of representative selections by British writers, with special emphasis on the author's philosophy as compared or contrasted with Bible-based thinking, and a review of literary trends and influences from the late Roman period to the present. Among writers receiving strong attention are Chaucer, Shakespeare, Donne, Milton, Wordsworth. (Fall, Winter)

ENGL 216. Approaches to Literature (D-2) **3 hours**

Prerequisite: ENGL 101.

A study of what recognized poets, short-story writers, dramatists, and novelists have to say about the human condition, emphasizing the various approaches to literature and including an introduction to literary terms and critical evaluation. (Winter)

ENGL 217. World Literature in Translation (D-2) **3 hours**

Prerequisite: ENGL 102.

A study of significant selections of world literature in translation, both western and non-western. Emphasis on ideas and qualities that give these works enduring value. (Winter, even years)

ENGL 323. Nineteenth-Century American Literature (D-2) (W) **3 hours**

A chronological study of major nineteenth-century American writers and their works beginning with the writings of Washington Irving and the emergence of a genuine "American" literature and ending with Stephen Crane and Jack London whose naturalistic works bridge the nineteenth and twentieth centuries. Among the authors studied are Cooper, Bryant, Longfellow, Emerson, Thoreau, Poe, Hawthorne, Melville, Whitman, Dickinson, Twain, and James. (Fall, even years)

ENGL 335. Biblical Literature (D-2) (W) **3 hours**

A study of some of the literary masterpieces of the Bible in English translation. The course applies techniques of oral interpretation and literary analysis (including emphasis upon uses of poetic and rhetorical devices and of figures of speech) to forms of literature such as address, proverb, parable, poem, short story, epistle, and apocalypse. (Winter, odd years)

ENGL 336. Medieval and Renaissance Literature (D-2) (W) **3 hours**
From Chaucer through Milton, the writers and their times. Readings in Middle English narrative, allegory, play, and meditation; in sixteenth and seventeenth-century prose, poetry and dramatic literature, with the study of genre, conventions, and trends. Specific attention to moral and religious issues. (Winter, odd years)

ENGL 337. Nineteenth-Century British Literature (D-2) (W) **3 hours**
A study of British writers from the Romantic or Victorian periods (1785-1901), with special emphasis upon Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Austen, Tennyson, Dickens, Arnold, Browning, Carlyle, and Wilde. (Winter, even years)

ENGL 338. Twentieth-Century Writers (D-2) (W) **3 hours**
A study of twentieth-century writers with an emphasis on American and/or British works, although world literature in translation may be included. (Winter)

ENGL 425. Literature of the South (D-2) (W) **3 hours**
A study of works written by Faulkner, Welty, Warren, Wright, O'Connor and other southern writers which embody the distinctive cultural heritage of the South. An emphasis on the literary treatment of southern traditions and themes. (Fall, odd years)

ENGL 444. Restoration and Eighteenth-Century Literature (D-2) (W) **3 hours**
This course considers English literature written between the Restoration and Romantic Revolution. Included are poets and essayists from Milton to Johnson, novelists like Defoe and Fielding, and comic playwrights such as Gay and Goldsmith. (Winter, odd years)

ENGL 445. Ancient Classics (D-2) (W) **3 hours**
After beginning with the three great epics that underlie the literature of the Western World—the *Iliad*, the *Odyssey*, and The Book of Job—the course considers a range of Greek and Roman works. Collateral emphasis is on enhancing a student's ability to distinguish between classical Greco-Roman and Judeo-Christian modes of thought. (Fall)

ENGL 465. Topics in English (D-2) (W) **3 hours**
Selected topics in English presented in a classroom setting. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.

ENGL 295/495. Directed Study **1-3 hours**
The content of this course will be adjusted to meet the particular needs of the student. This course also includes credit offered by the English Department on directed study tours. Open only to English majors or minors with the approval of the department chairman in consultation with the prospective instructor. This course may be repeated for credit.

EDUCATION

EDUC 438. Curriculum and Content Methods/English **1 hour**
Prerequisite: Admission to Teacher Education.
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance; the survey and evaluation of textbooks is also included.

HEALTH, PHYSICAL EDUCATION, AND RECREATION

Chair: Phil Garver
Faculty: Ted Evans, Steve Jaecks, Heather Neal
Adjunct Faculty: Nancy Brock, Bill Godsey, Joel Henke, Charles Knapp, Cindy Kyle, Pierre Mackie, Valerie Smith

The courses in Health, Physical Education, and Recreation propose to acquaint students with principles of healthful living, to develop physical efficiency, to develop wholesome recreational habits and/or prepare for a career in health, physical education, and recreation, or in wellness management.

ASSESSMENT

To help the graduates in Health, Physical Education, Recreation, and Wellness evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required during their final semester to:

1. Take an exit exam.
2. Review annual evaluations with advisor.

The results of the assessments are used to evaluate departmental programs.

PROGRAMS IN HEALTH, PHYSICAL EDUCATION, AND RECREATION

Major—B.S. Physical Education (40 Hours)

Required Courses		Hours
PEAC 254	Life guarding	1
PEAC 255	Water Safety Instr	1
PETH 113	ProAct — Racquetball	1
PETH 114	ProAct — Softball	1
PETH 115	ProAct — Flagball	1
PETH 116	ProAct — Volleyball	1
PETH 117	ProAct — Basketball	1
PETH 119	ProAct — Soccer	1
PETH 214	ProAct — Tennis	1
PETH 215	ProAct — Golf	1
PETH 216	ProAct — Conditioning	1
PETH 217	ProAct — Badminton	1
PETH 218	ProAct — Track and Field	1
PETH 219	ProAct — Gymnastics	1
PETH 265/266	Office Sports I, II	4
PETH 314	Kinesiology	3
PETH 315	Physiology of Exercise (W)	4
PETH 363	Intro Meas/Res of PE	3

Required Courses, cont.		Hours
PETH 364	Prin & Admin PE & Rec	3
PETH 374	Motor Learning and Dev	2
PETH 437	Adaptive Physical Ed	2
PETH 463	Physical Ed in Elem School	2
PETH 474	Psych and Soc of Sports	2
PETH 295/495	Directed Study	1-3

Required Cognates		Hours
BIOL 101-102	Anatomy and Physiology	8
FDNT 125	Nutrition	3
HLED 173	Health for Life	2
HLED 373	Prev/Care Athl Injuries	2
HLED 473	Health Education	2

Competency required in PEAC 143, Beginning Tumbling.

Skill deficiencies in each PETH activity unit, 114 through 119 and 214 through 219, will be indicated by grade of C- or less. Deficiencies for these units must be met by taking for no credit the corresponding general education activity course.

Intramural participation is recommended for all majors and minors.

All Pro Act students will be required to dress in t-shirts provided by the department with a portion of the cost charged to the students (approximately $50—a one time expense).

Students who desire teacher certification must meet the State of Tennessee certification requirements set forth by the School of Education and Psychology. The student must apply to the School of Education and Psychology for admission to the Teacher Education Program and the professional semester before the end of the sophomore and junior years, respectively.

Sample Freshman Year Sequence
B.S. Physical Education
(Leading to Licensure K-12)

1st Semester		Hours	2nd Semester		Hours
BIOL 101	Anatomy and Physiology	4	BIOL 102	Anatomy and Physiology	4
EDUC 135	Intro to Education	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	HLED 173	Health for Life	2
PETH	ProAct	3	RELT 255	Christian Beliefs	3
	Electives	1	PETH	Proact	3
	Area C-1, History	3	SOCI 233	Marriage and Family	2
		16			17

Major—B.S. Corporate/Community Wellness Management (42 Hours)

Required Courses		Hours	Required Cognates		Hours
BIOL 101-102	Anatomy and Physiology	8	ACCT 103	College Accounting	3
CHEM 111	Survey of Chemistry	3	BMKT 326	Intro to Marketing	3
FDNT 125	Nutrition	3	BUAD 334	Prin of Mgmt	3
HLED 173	Health for Life	2	BUAD 358	Legal, Eth, & Soc Envir of Business	3
HLED 256	Drugs and Society	2	CPTE 105	Intro to Word Process	1
HLED 373	Prev/Care Injuries	2	ECON 213	Survey of Economics	3
HLED 470	Current Issues in Health	2	JOUR 205	News Reporting	3
HLED 476	Wellness Methods, Materials, and Management	3	PSYC 128	Developmental Psych	3
HLED 491	Wellness Practicum	2	PSYC 377	Fund of Counseling	3
PEAC 225	Conditioning	1	SOCI 223	Marriage & Family	2
PETH 314	Kinesiology	3			
PETH 315	Physiology of Exercise (W)	4			
PETH 364	Prin & Admin of Phy Ed	3			
PETH 374	Motor Learning & Dev	2			
PETH 474	Psych & Sociology of Sports	2			

Sample Freshman Year Sequence
B.S. Corporate/Community Wellness Management

1st Semester		Hours	2nd Semester		Hours
BIOL 101	Anatomy & Physiology	4	BIOL 102	Anatomy & Physiology	4
ENGL 101	College Composition	3	CPTE 105	Intro to Word Processing	1
HLED 173	Health for Life	2	ENGL 102	College Composition	3
PEAC 225	Conditioning	1	SOCI 223	Marriage & Family	2
	Area B, Religion	3		Area C, History	3
	Area C, History	3		Electives	4
		16			16

Major—B.S. Health Science (45 Hours)

Required Courses		Hours
BIOL 101-102	Anatomy and Physiology	8
BIOL 225	Microbiology	4
CHEM 151-152	General Chemistry	8
FDNT 125	Nutrition	3
HLED 173	Health for Life	2
HLED 356	Drugs and Society	2
HLED 373	Care/Prev Injuries	2
HLED 470	Current Issues in Health	2

Required Courses, cont.		Hours
MATH 215	Statistics	3
PEAC 225	Conditioning	1
PETH 314	Kinesiology	3
PETH 315	Physiology of Exercise (W)	4
PETH 374	Motor Learning & Dev	2
PETH 495	Directed Study	1-3

Sample Freshman Year Sequence
B.S. Health Science

1st Semester		Hours
BIOL 101	Anatomy and Physiology	4
ENGL 101	College Composition	3
	Area C-1, History	3
	Area A-2, Math	3-0
	Electives	4-7
		17

2nd Semester		Hours
BIOL 102	Anatomy and Physiology	4
ENGL 102	College Composition	3
SOCI 223	Marriage & Family	2
	Area B-2, Religion	3
	Area C-1, History	3
	Electives	2
		17

Teaching Endorsement (22 hours)

Required Courses		Hours
PETH 113-119 & 214-219	12 Pro Skills Courses	12
PETH 265/266	2 Officiating Courses	4
PETH 364	Admin of PE & Recreation	3

Required Courses, cont		Hours
HLED 373	Prevention & Care of Injuries	2
EDUC 438	Content Method-Health & PE	1

For those getting teacher certification in another area, these courses will be required for an additional endorsement in Physical Education rather than just a minor.

Minor—Physical Education (18 Hours)

Required Courses		Hours
PETH 265	Officiating Sports Analysis	2
PETH 266	Officiating Sports Analysis	2
PETH 364	Prin/Admin Phys Ed	3
	Upper Division	3

Select 8 Hours From:		Hours
PETH 113	ProAct — Racquetball	1
PETH 114	ProAct — Softball	1
PETH 115	ProAct — Flagball	1
PETH 116	ProAct — Volleyball	1
PETH 117	ProAct — Basketball	1
PETH 119	ProAct — Soccer	1
PETH 214	ProAct — Tennis	1
PETH 215	ProAct — Golf	1
PETH 216	ProAct — Conditioning	1
PETH 217	ProAct — Badminton	1
PETH 218	ProAct — Track and Field	1
PETH 219	ProAct — Gymnastics	1

HEALTH EDUCATION

HLED 173. Health for Life (F-3) — 2 hours

A study of current health topics, which includes: Integrating healthful living with today's scientific research and Christianity into a balanced lifestyle. Topics include: Alcohol, tobacco and drugs, mental health, human sexuality, safety, nutrition, stress, death and dying, the eight natural remedies with perspectives from Ellen White and others.

HLED 356. Drugs and Society — 2 hours

A course focusing on the use and abuse of drugs in our society. Emphasis on strategies to assist future health promoters in recognition, intervention, and prevention of substance abuse. Oral presentation required. (Fall)

HLED 373. Prevention and Care of Athletic Injuries **2 hours**
Investigations into the prevention, care, and proper management of injuries related to athletics. (Winter)

HLED 470. Current Issues in Health **2 hours**
This seminar course is designed to assist students in becoming knowledgeable regarding health issues of our time. Library research and class presentations are required. Discussion and problem solving are emphasized. A major part of the class focuses on the need of a spiritual component in establishing a healthful and balanced lifestyle. (Fall)

HLED 473. Health Education **2 hours**
Prerequisite: HLED 173 or HLED 470.
A study of the theoretical and scientific basis of health education with emphasis on the development and organization of the school health instruction program. Two oral presentations required. (Winter)

HLED 476. Wellness Methods, Materials, and Management **3 hours**
A course in planning, implementing and evaluating: work-site and community health promotion activities, including stress management, smoking cessation, cardiovascular fitness, body composition, and cholesterol testing. Oral presentation required. (Winter)

HLED 491. Wellness Practicum **2 hours**
The student will work at a wellness facility for not less than 100 clock hours gaining experience with equipment, observing facility scheduling and management, and interacting with clients. Arrangements are made in advance with the department chair. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255. (Fall, Winter, Summer)

HEALTH, PHYSICAL EDUCATION, RECREATION

HPER 365. Topics: Coaching for Success **1 hour**
A study and discussion into sports team organization, recruiting, picking teams, training, game preparation, travel budget, crowd control, facilities management, fund raising, game safety and control, and coaches decorum. Special emphasis will include keeping the game in a "Christian perspective" and establishing a personal coaching philosophy.

GENERAL EDUCATION ACTIVITY COURSES

PEAC courses have optional pass/fail grades available, excluding PEAC 225.

PEAC 123. Volleyball (G-3) **1 hour**
Development of the skills of passing, setting, serving, and spiking necessary in participation in power volleyball. (Fall)

PEAC 124. Basketball (G-3) **1 hour**
Individual skills and team concepts are developed that may be used in competition and leisure play. (Winter)

PEAC 131. Badminton (G-3) **1 hour**
Instruction includes strokes, rules, and playing situations plus physical conditioning for badminton. (Winter)

PEAC 133. Racquetball (G-3) **1 hour**
Focus is given to basic skills, rules, and terminology so that the student can carry on successful play.

PEAC 134. Basic Tennis (G-3) **1 hour**
Emphasis in basic tennis skills including the forehand, backhand, and serve. (Fall)

PEAC 136. Basic Golf (G-3) **1 hour**
A basic course for the beginning golfer. Students must have their own golf clubs. Lab fee required. (Fall)

PEAC 137. Cycling (G-3) **1 hour**
A course for the active cyclist emphasizing various types of cycling, cycling techniques, safe cycling, and maintenance. Each student provides his/her own bicycle and helmet. (Fall)

PEAC 139. Advanced Tennis (G-3) **1 hour**
For the advanced player. Emphasis is given to the advanced serve, volley, lobs, advanced ground strokes and playing strategy. Admission to class must be approved by instructor. (Fall)

PEAC 143. Basic Tumbling (G-3) **1 hour**
Mat tumbling leading to gymnastic free-exercise routines in conjunction with acrosport exposure.

PEAC 144. Basic Apparatus (G-3) **1 hour**
Skill development on various gymnastic equipment such as the pommel horse, high bar, P-bars, rings, uneven bars, and balance beam.

PEAC 151. Scuba Diving (G-3) **1 hour**
Leads to basic certification by N.A.S.D.S. or N.A.U.I. Lab fee of $98 and check out dive expenses charged in addition to tuition.

PEAC 153. Basic Swimming (G-3) **1 hour**
Development of beginning and intermediate swimming skills coupled with aquatic safety principles. (Fall, Winter, Summer)

PEAC 225. Conditioning (G-3) **1 hour**
A study of basic fitness training and aerobic principles in conjunction with a personalized long-range conditioning program for disease prevention and health maintenance. Students will receive a grade for this class. Pass/Fail option not available.

PEAC 238. Advanced Golf **1 hour**
This course focuses on the short game (putting and chipping), specialty shots (fade and draw), and course management.
Advanced students must have:
A. Own clubs.
B. Successfully completed Basic Golf.
C. Approval of Instructor.
D. Transportation to golf course.

PEAC 243. Gymnastics Team (Gym-Masters) (G-3) **1 hour**
A "variety show" team which emphasizes acrosport, sports acrobatics, gymnastics, physical fitness and health. Admission will be based on satisfactory performance of try-out requirements. Participation in all tours is required. This course may be repeated for credit. **Due to program conflicts, second semester Gym-Masters will not enroll in classes that meet before 1:00 p.m. on Tuesdays and Thursdays.**

PEAC 254. Life Guarding (G-3) **1 hour**
Leads to Red Cross Life Guarding certification, First Aid and CPR certification.

PEAC 255. Water Safety Instructor (G-3) **1 hour**
Prerequisite: PEAC 254 or equivalent.
Leads to Red Cross Water Safety Instructor certification.

PEAC 259. Special Activities (G-3) **1 hour**
Courses with various structured content may be offered under this topic heading. Included are courses in water skiing, sailing, small craft, snow skiing, rock climbing, spelunking, and aerobics. This course may be repeated with the varying subject matter. Lab fees in addition to tuition are usually charged approximately $50-$500.

PEAC 261. Introduction to Recreation (G-3) **1 hour**
A course designed to promote outdoor recreation and provide experience for those interested in preparing for different phases of camp life, outdoor living and activities.

PHYSICAL EDUCATION THEORY

PETH 113. ProAct — Racquetball **1 hour**
Development of professional skills including performance and teaching techniques for softball. For majors and minors only. (Winter, even years)

PETH 114. ProAct — Softball **1 hour**
Development of professional skills including performance and teaching techniques for softball. For majors and minors only. (Fall, odd years)

PETH 115. ProAct — Flagball **1 hour**
Development of professional skills including performance and teaching techniques for flagball. For majors and minors only. (Fall, odd years)

PETH 116. ProAct — Volleyball **1 hour**
Development of professional skills including performance and teaching techniques for volleyball. For majors and minors only. (Fall, odd years)

PETH 117. ProAct — Basketball **1 hour**
Development of professional skills including performance and teaching techniques for basketball. For majors and minors only. (Winter, even years)

PETH 119. ProAct — Soccer **1 hour**
Development of professional skills including performance and teaching techniques for soccer. For majors and minors only. (Winter, even years)

PETH 210. Aerobics Instructor Trainer **2 hours**
A course that will prepare a student to take the certification exam for Aerobic Instructors. A certified Instructor will teach this course that will deal with the theory and practice of a variety of aerobic styles. Safety and correct methods will be emphasized.

PETH 214. ProAct — Tennis **1 hour**
Development of professional skills including performance and teaching techniques for tennis. For HPER majors and minors only. (Fall, even years)

PETH 215. ProAct — Golf **1 hour**
Development of professional skills including performance and teaching techniques for golf. For HPER majors and minors only. (Fall, even years)

PETH 216. ProAct — Conditioning **1 hour**
Development of professional skills including performance and teaching techniques for conditioning. For HPER majors and minors only. (Fall, even years)

PETH 217. ProAct — Badminton **1 hour**
Development of professional skills including performance and teaching techniques for badminton. For HPER majors and minors only. (Winter, odd years)

PETH 218. ProAct — Track and Field **1 hour**
Development of professional skills including performance and teaching techniques for track and field. For HPER majors and minors only. (Winter, odd years)

PETH 219. ProAct — Gymnastics **1 hour**
Development of professional skills including performance and teaching techniques for gymnastics. For HPER majors and minors only. (Winter, odd years)

PETH 265, 266. Officiating Sports Analysis **2,2 hours**
An introduction to administration of and participation in the organization of officiating in team and individual recreational activities.

PETH 314. Kinesiology **3 hours**
Prerequisite: BIOL 101-102 or equivalent.
A study of the anatomical and mechanical variables influencing human motion for efficient, safe, and effective movement. The historical impact of leaders in physical education is studied. (Fall)

PETH 315. Physiology of Exercise (W) **4 hours**
Prerequisite: BIOL 101-102 or equivalent.
Emphasizing the physiological effects of muscular exercise, aerobics, and physical conditioning. Significance of these effects for health, skilled performance, and prevention of disease. Oral presentation required. (Winter)

PETH 325. Personal Trainer **2 hours**
This course is designed to prepare a student to pass their national exam to become a certified Personal Trainer in either ACE or ACSM.
The course will be taught by a credentialed Personal Trainer. An additional lab fee of $250 will be charged to your statement to help defray the expenses of the 50 additional lab hours required. Assessment, program planning, safety, and motivation are among the topics to be covered.

PETH 363. An Introduction to Measurements and Research of Physical Education **3 hours**
A survey of tests used in Physical Education and an introduction to statistical procedures for analyzing data and how it may be applied to research. History of physical education is also dealt with briefly. (Fall)

PETH 364. Principles and Administration of Physical Education and Recreation **3 hours**
An integrated study of the principles and administrative concepts of Physical Education and Recreation with emphasis in management needs and skills. (Winter)

PETH 374. Motor Learning and Development **2 hours**
A course of study designed to examine motor development and motor behavior as it relates to an individual's maturation process, with emphasis placed on implications for the physical educator. (Fall)

PETH 437. Adaptive Physical Education **2 hours**
A course designed to develop an understanding of neurodevelopment and functional ability, of impairments and their implications for motor performance. Emphasis on teaching progressions and exercise programs for special populations. (Fall)

PETH 463. Physical Education in the Elementary School **2 hours**
A course of study designed to acquaint students with the unique aspects of physical education and the adolescent. Special activities include teaching and observation in an elementary school.

PETH 474. Psychology and Sociology of Sports **2 hours**
An exploration of sports and their involving impact on American culture. Special attention is given to current issues in sports as they relate to the individual in society. (Winter)

PETH 495. Directed Study (W) **1-3 hours**
For Physical Education majors or minors only. Gives the student the opportunity to pursue knowledge in an area of interest related to health, PE, or recreation. Approval by Department Chair required.

EDUCATION

EDUC 438. Curriculum and Content Methods/ Health and Physical Education **1 hour**
Prerequisite: Admission to Teacher Education.
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance.

(F-3) (G-3) (W) See pages 26-30 for explanation of general education requirements.

History

Chair: Benjamin McArthur
Faculty: Mark Peach, Dennis Pettibone

History is the study of the human experience. It investigates mankind's ideas, institutions, and activities. In pursuing this investigation, history courses at Southern Adventist University emphasize the Christian view of humanity. This perspective recognizes both the potential and the limitation of human endeavor and thereby permits a broader comprehension of the past and a greater hope for the future.

Approval of study programs for history majors. Departmental approval is necessary for all programs. A student majoring in history must plan his/her entire study program with a member of the history faculty. Approval is then considered on an individual basis and is granted on the following conditions:

1. Compliance with graduation requirements as explained elsewhere in the CATALOG.
2. Fulfillment of the professional and individual needs of the student.
3. Embodiment of academic balance and continuity.
4. Completion of senior year assessment.

ASSESSMENT

Assessment of seniors consists of two parts. First, in the spring semester of their senior year students will take the ETS Major Field Achievement Test in history. Second, at the beginning of the fall semester seniors will take a departmental exam. Preparation for this exam will constitute a one-hour independent study course involving: 1) reading a selected few classics of historical literature; 2) reviewing one's history course work utilizing several thematic questions provided by the history faculty. The subsequent examination will be in the form of a one-hour interview of the candidate by the history faculty. This will be based on the above mentioned materials and also on the student's portfolio of major papers accumulated during his/her history course work. The oral examination is graded on an Honors, Pass, or Fail basis. A failure requires further preparation by the student and another interview before graduation.

BACHELOR OF ARTS DEGREE IN HISTORY

Major—B.A. History (31 Hours)

Required Courses		Hours
HIST 154, 155	Amer History & Instit	6
HIST 174, 175	World Civilizations	6
HIST 490	Senior Exam Preparation	1
HIST 499	Research Meth in History (W)	3

Six hours of political science may apply to the major.

Major—B.A. History (31 Hours) cont.

Require 2 Courses [at least] from:		Hours
(American History)		
HIST 353	From Colony to Nation (W)	3
HIST 355	History of the South (W)	3
HIST 356	Natives and Strangers (W)	3
HIST 357	Modern America (W)	3
HIST 359	Trans of American Culture (W)	3
PLSC 254	Amer Nat & State Gov	3
PLSC 353	From Colony to Nation (W)	3
PLSC 357	Modern America (W)	3

Require 2 Courses [at least] from:		Hours
(European History)		
HIST 374	History of England (W)	3
HIST 375	Ancient World (W)	3
HIST 386	Rise of the West (W)	3
HIST 389	Vienna to Vietnam (W)	3
HIST 471	Classics of West Thought I (W)	3
HIST 472	Classics of West Thought II (W)	3
PLSC 389	Vienna to Vietnam (W)	3
PLSC 471	Classics of West Thought I (W)	3
PLSC 472	Classics of West Thought II (W)	3
HIST 364	Christian Church I (W) OR	3
HIST 365	Christian Church II (W)	

Required Cognates		Hours
	Inter Level of Foreign Lang	6

Require 1 of the following:		Hours
ECON 224	Principles of Economics	3
GEOG 204	World Geography	3

Upper-division history classes seek to improve skills of writing and speech. All such classes require analytical writing as part of the course work. Additionally, many classes involve discussion and oral class reports as partial basis for the student's grade, most notably HIST 499, Research Methods in History, which requires an extended formal presentation of student research.

History majors must display the ability to apply computer usage to their discipline in two ways: first, a facility with word processing; and second, by a facility in accessing information via the Internet.

Sample Freshman Year Sequence
B.A. History

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
HIST 154	American History	3	HIST 155	American History	3
	Area B, Religion	3		Area A-2, Mathematics	0-3
	Area F, Behav/Family/ Health Science	3		Area F, Behav/Family/ Health Science	2
	Area D, Lit/Fine Art OR	3		Area D, Lit/Fine Art OR	3
	Area D-1, Beg For Lang			Area D-1, Beg For Lang	
		15		Electives	5-2
					16

Minor—History (18 Hours)

Required Courses		Hours
HIST 174	World Civilizations	3
HIST 175	World Civilizations	3

The additional twelve hours will be chosen from remaining history courses, six hours of which must be upper division. A minimum of three hours must be chosen from each of the American and European areas. Three hours of political science may be taken in lieu of three hours of history. A student planning to minor in history in order to obtain a second teaching area for denominational certification must take 22 hours—18 hours in history and must include HIST 154, 155, PLSC 254, and GEOG 204 or PLSC 224.

Minor—Political Economy (18 Hours)

Combines an interdisciplinary selection of courses helpful for law school preparation. For a further description of this pre-law preparation program, see page 242.

Minor—Political Science (18 Hours)

This minor provides opportunity for students to gain practical experience in governmental work as part of an academic program. There are two types of internships for the minor: a Washington D.C. internship supervised by Columbia Union College; and a Tennessee State legislative internship in Nashville. Either internship will give intensive exposure to state or federal government or public advocacy work. There are also opportunities to work in a religious advocacy organization in the nation's capital with the CUC program.

The Political Science minor is an 18-hour program, 9 or 12 hours of which (depending on whether a summer or semester-long internship was taken) would consist of the internship credit. The balance of the minor would require:

1. PLSC 254 American Government
2. 3 to 6 hours of other PLSC courses

For more details on the program, see the History Department chair.

History as a preprofessional degree: A student majoring in history who plans to enter a professional school in an area such as medicine or law must present a balanced program of general education classes and electives that will support the professional objectives.

History as a preparation for teaching: A student majoring in history who plans to prepare for secondary teacher certification must include six hours upper division Political Science in the major and must also take PLSC 224, 254; and GEOG 204. It is strongly recommended that the student also earn teaching credentials in a field outside of history. No specific supporting field is required but art, behavioral science, business, English, modern languages, and religion are recognized as intimately related to the study of history. A student may receive denominational certification to teach history as a second area by completing a minor in history (see under Minor below). Since the entire second semester of the senior year is devoted to certification requirements, students earning teacher certification must finish all history class work before reaching the final semester. Students applying for teacher certification must consult with the School of Education and Psychology to draft a schedule of classes meeting certification requirements.

Before the end of the sophomore year the student must apply to the School of Education and Psychology for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the School of Education and Psychology for admission to the professional semester.

History Department tours: The Department of History regularly sponsors study tours to foreign countries. The purpose of these tours is to provide students and other participants with an enhanced understanding of history and culture through a combination of traditional lecture and reading with direct observation of historical sites. Academic activities connected with the tours require students to spend an amount of time equal to that expected in a regular classroom setting.

Preparatory meetings and assigned reading are included in this computation. Course credit is offered under HIST 295/495 Directed Study in History. Cost of the tours includes charge for academic credit.

History as general education: Freshman and sophomore students earning general education credit in history should take courses from the 100 and 200 level. Junior and senior students meeting general education requirements in history should select courses from the 300 and 400 level.

HISTORY

HIST 154, 155. American History and Institutions (C-1) 3,3 hours
An introductory survey of the nation from colonial times to the present. The development of its politics, government and social institutions is covered in each semester of the sequence. This course is recommended as general education for freshmen and sophomores. (Fall, Winter, Summer)

HIST 174, 175. World Civilizations (C-1) 3,3 hours
A study of the development of Western and non-Western culture and government, emphasizing the evolution of European society and its interaction with non-European civilizations. This course is recommended as general education for freshmen and sophomores.

HIST 353. From Colony to Nation (C-1) (W) 3 hours
A detailed survey of American political and social history from 1607 to 1800, including the founding of the thirteen colonies, the American Revolution, and the establishment of the new nation.

HIST 355. History of the South (C-1) (W) 3 hours
A study of the American South from the Early National period through Reconstruction. Prominent issues will include slavery, sectionalism, the Civil War, and Reconstruction.

HIST 356. Natives and Strangers (C-1) (W) 3 hours
A study of immigration and the role of ethnic groups in American society. Special emphasis on the tension between assimilation and pluralism in the national character.

HIST 357. Modern America (C-1) (W) 3 hours
A study of American History from 1900 on with special examination of the progressive era, normalcy, the depression, the New Deal, and the role of the United States in world affairs. (Fall)

HIST 359. Transformation of American Culture (C-1) (W) 3 hours
A topical approach to nineteenth and twentieth-century American history, focusing on the modernization of life. Among the topics that may be covered are entertainment, the media, urban culture, social relations, transportation, and art and architecture.

HIST 364. Christian Church I: From the Early Church Through the Middle Ages (C-1) (W) 3 hours
A study of the history of western Christianity from the end of the apostolic period to the end of the Middle Ages, emphasizing both institutional and theological development. (Fall)

HIST 365. Christian Church II: From the Reformation Through the Twentieth Century (C-1) (W) 3 hours
A study of the reorientation of western Christianity, beginning with the Protestant Reformation and culminating with contemporary religious trends. (Winter)

HIST 374. History of England (C-1) (W) **3 hours**
A survey of the history of Great Britain from Roman times to the twentieth century, emphasizing political, cultural, and economic developments which have influenced western civilization as a whole.

HIST 375. Ancient World (C-1) (W) **3 hours**
A study of the three stages of ancient civilization, the Ancient Near East, Greece, Rome, and the contribution each has made to the development of western culture.

HIST 386. Rise of the West (C-1) (W) **3 hours**
A study of European history from the fall of Rome to the beginning of the modern age, focusing on those developments which have influenced the institutions and values of modern western civilization. The chronological emphasis is on the eleventh through the sixteenth centuries.

HIST 389. Vienna to Vietnam (C-1) (W) **3 hours**
A study of major historical developments affecting international relations since the Napoleonic Era. The class treats antithetical forces such as peace and war, power and weakness, sovereignty and dependence, as well as others, in their historical setting. Students may earn either history or political science credit, depending on individual assignments.

HIST 265/465. Topics in History (C-1) (W) **3 hours**
Selected topics in history presented in classroom setting. Subjects covered will determine whether credit is granted in Area I or Area II. This course may be repeated for credit.

HIST 471. Classics of Western Thought I (C-1) (W) **3 hours**
A study of the key thinkers in western thought from the Heroic Age of Greece to the Renaissance. Reading from original sources, this class will emphasize the discussion and analysis of ideas that have formed the basis of western thought. Included in the readings are selections from Herodotus, Cicero, St. Augustine, Boccaccio, Montaigne, and St. Ignatius of Ioyola.

HIST 472. Classics of Western Thought II (C-1) (W) **3 hours**
A study of the key thinkers in the nineteenth and twentieth centuries. Reading from original sources, this class will emphasize discussion of critical ideas that have effected the evolution of contemporary social and political thought. Included in the readings are selections from Locke, Mill, Marx, Nietzsche, Lenin, and Hitler.

HIST 490. Senior Exam Preparation **1 hour**
Independent study and reading in preparation for the assessment exam taken by senior history majors.

HIST 295/495. Directed Study (C-1) (W) **1-3 hours**
A course emphasizing individual directed study. The instructor to whom a student is assigned will determine whether credit is upper or lower division. This course also includes credit offered by the History Department on directed study tours. Writing emphasis credit for HIST 495 only. Approval of the department is required prior to registration.

HIST 497. Research Methods in History (C-1) (W) **3 hours**
Prerequisites: Word processing and familiarity with Internet are prerequisites to this course. Historical theories, procedures, and research methods are examined in conjunction with the preparation of a research project. (Fall)

POLITICAL SCIENCE

PLSC 224. Macroeconomics **3 hours**
See ECON 224 for course description.

PLSC 254. American National and State Government (C-2) **3 hours**
An examination of the operation of the executive, legislative, and judicial branches of government of the national, state, and local levels.

PLSC 353. From Colony to Nation (C-2) (W) **3 hours**
See HIST 353 for course description.

PLSC 357. Modern America (C-2) (W) **3 hours**
See HIST 357 for course description.

PLSC 389. Vienna to Vietnam (C-2) (W) **3 hours**
See HIST 389 for course description.

PLSC 465. Topics in Political Science (C-2) **3 hours**
See HIST 465 for course description.

PLSC 471. Classics of Western Thought I (C-2) (W) **3 hours**
See HIST 471 for course description.

PLSC 472. Classics of Western Thought II (C-2) (W) **3 hours**
See HIST 472 for course description.

GEOGRAPHY

GEOG 204. World Geography **3 hours**
(C-2 credit for elementary education majors only).
Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied. (Fall)

GEOG 306. Cultural Geography (C-2) **3 hours**
A course for student missionaries assigned to a country other than the United States. Focuses on geographic and social characteristics. Activities include assigned reading prior to departure, journal of on-site observations, formal paper after return to-campus. Prior to departure, the student will make all arrangements with a teacher assigned by the Department of History. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

EDUCATION

EDUC 438. Curriculum and Content Methods/History **1 hour**
Prerequisite: Admission to Teacher Education.
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, and the survey and evaluation of textbooks.

(C-1) (C-2) (W) See pages 26-30 for explanation of general education requirements.

JOURNALISM AND COMMUNICATION

Chair: Pam Harris
Faculty: Denise Childs, Volker Henning, John Keyes, Stephen Ruf
Adjunct Faculty: Don Dick, Jim Erwin, Diana Fish, Richard Goins, Wesley Hasden, Rob Howell, Doug Walter, Billy Weeks
Advisory Council: The Advisory Council serves in a consultancy capacity, providing counsel, mentoring, referrals for internships, and as a curriculum advisory. The primary role of the Council is to act individually as resources for the Department.

David Carroll, WRCB—TV Channel 3, Chattanooga
Jim Closser, Development Dir., Tennessee Christian Medical Center, Nashville
Ray Dabrowski, Dir. of Communication, Seventh-day Adventist World Church, Silver Spring, MD
Eva Lynn Disbro, Human Resources Dir., McKee Foods Corp. Collegedale
Richard Goins, Communications Administrator, Electric Power Board of Chattanooga
Wes Hasden, Assistant to the Publisher, *The Chattanooga Times*
Brendon Jennings, President, Jennings & Associates, Chattanooga
Fred Knopper, Dir. of Communication, Georgia-Cumberland Conference, Calhoun
Will McDonald, Production Manager, Memorial Hospital, Chattanooga
Andy Nash, Assistant to the Editor, *Adventist Review,* Silver Spring, MD
Pam Sadler, Associate Dir., Philanthropic Service for Institutions, Silver Spring, MD
Ken Sloan, City Editor, *The Chattanooga Free Press*
Tom Tolar, General Manager, WRCB—TV Channel 3, Chattanooga
Kevin West, News Dir., WGOW, Talk Radio 102.3, KZ-106, GT108
Brenda Wood, News Anchor, WXIA—TV Channel 11, Atlanta

The Department of Journalism and Communication provides an educational environment in which future leaders in journalism, public relations and related areas can acquire the enduring ethical concepts, the intellectual discipline and the professional abilities necessary to the mastery and management of a wide range of writing, editing and other journalistic and public relations skills and techniques.

The department offers the Bachelor of Arts Degree with majors in Journalism (News Editorial), Broadcast Journalism, and Public Relations, a Bachelor of Science Degree with various emphases, and an Associate of Science Degree in Media Technology. Minors are also available in each of these areas as well as Advertising, Visual Communication, and Media Sales.

The Journalism (News Editorial) major prepares students for careers as reporters, writers and editors for daily and weekly newspapers, magazines, wire services, publishing houses and for the vast array of publications that serve the church, business, industry, governmental agencies, the medical field, colleges and universities and other non-profit organizations.

Students enrolling in the Broadcast Journalism major receive preparation for careers in commercial and non-commercial radio and television as reporters, producers, videographers and managers.

Public Relations majors are prepared for careers in business, industry, government, the church, colleges, universities, hospitals and other medical institutions, and in a wide range of organizations.

Students graduating with the Bachelor of Science in Mass Communication have a broad communication education with a selected specialty that prepares them for a large variety of communication jobs in the church, in corporations and also in non-profit organizations.

All of the department's majors prepare students for entry into graduate schools nationwide.

The associate degree in Media Technology prepares the student for entry level positions in media production and operation or desktop publishing.

The Advertising minor combined with such majors as Public Relations prepares students for careers in advertising copywriting, advertising design (when coupled with a second minor in Art), and creative directing.

The Media Sales minor combined with a Broadcast major prepares the student for a job as account executive, promotion director or a media buyer as well as in station promotion. By adding the Media Sales minor, a student multiples job opportunities in the field of Broadcasting.

Members of the faculty will advise each student in planning a study program that is supportive of individual career goals, that meets degree requirements of the Department of Journalism and Communication, including the intermediate level of a foreign language, and fulfills General Education requirements.

INTERNSHIPS AND ON-THE-JOB TRAINING

Because of the strong relationships which the department has developed with the Chattanooga area mass media, students in journalism, broadcast and public relations have many opportunities to meet and work with professionals in television and radio news, in public relations, advertising and on daily and weekly newspapers.

Internships: Helping students locate internships on newspapers, in publishing houses, in public relations and fund development departments, in advertising agencies, and in radio and television newsrooms is a vital part of the education program provided by the department.

An Advisory Council and a Consulting Board advise the department in providing internships that give on-the-job experience. The department also participates in the General Conference internship program in which students work in various denominational institutions. The University radio station, WSMC FM90.5 and other media outlets provide learning opportunities for students in a number of courses.

Campus Publications: Students can gain valuable experience as writers, editors and producers by working on Student Association publications such as *Southern Accent,* the campus newspaper; *Southern Memories,* the yearbook; and *Strawberry Festival,* the annual pictorial review of the year.

ASSESSMENT

To make satisfactory progress toward preparation for the job market, students majoring in the department will be expected to attend departmental assemblies

and other professional meetings sponsored by the department.

Students should demonstrate their growing professionalism through involvement in the operation of WSMC FM90.5; in the publication of the *Southern Accent, Southern Memories,* or some other publication; or in communication activities for a campus, church, or community organization.

Participation in the departmental Communication Club and the Southern Society of Adventist Communicators as well as student membership in a national professional organization such as the Society of Professional Journalists, the International Association of Business Communicators, or the Public Relations Student Society of America are also evidences of professional commitment.

Departmental files for each student majoring in the department serve as a source of information for teachers asked to provide recommendations for students seeking practicums, internships, or job positions.

Students in the department will be given a writing skills test when they enter the department. On the basis of the results, advisers will recommend any needed remediation, which students must complete before registering for other writing courses offered by the department.

Departmental effectiveness will be assessed by combining the results of the cumulative evaluations, student evaluations of courses, questionnaires completed by supervisors of interns, alumni, and workshop attendees. An ongoing analysis of outlines of courses required for majors is made by the faculty to determine that the curriculum meets the objectives of the department and the standards of the Accrediting Council of Education in Journalism and Mass Communication.

PROGRAMS IN JOURNALISM, BROADCAST JOURNALISM, ADVERTISING, MEDIA SALES, PUBLIC RELATIONS, VISUAL COMMUNICATION AND MEDIA TECHNOLOGY

Major—B.A. Journalism (News Editorial) (30-31 Hours)

(If a student both majors and minors in the department, at least 12 hours must ***not*** *overlap between the major and the minor.)*

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 205	News Reporting	3
JOUR 212	Copyediting	2
JOUR 315	Advanced Photography	2
JOUR 316	Mag & Feature Art Writing (W) OR	3
JOUR 495	Honors Project	
JOUR 356	Advanced Reporting (W)	3
JOUR 427	Mass Media Law & Ethics	3
JOUR 488	Mass Communication & Soc (W)	3
JOUR 492	Journalism Internship OR	2-3
JOUR 391	Journalism Practicum JOUR/PREL/COMM elective	3

Required Cognates		Hours
ART 119	Publication Design	3
CPTE 245	Computer-Aided Publishing	3
CPTE 102	Intro to Internet	1
ECON 213	Survey of Economics	3
PLSC 254	American Nat & State Gov	3
	Literature Electives	3
	Music/Art Appreciation Elect	3
	Inter level Foreign language	6
Recommended Electives		
ART 219	Intro to Computer Graphics	3
JOUR 492	Journalism Internship	3
MATH 215	Statistics	3
PREL 234	Public Rel Princ & Theory	2
TECH 145	Intro to Graphic Arts	3

Complete at least 12 hours in three of the following areas: Business & Economics, Education, Health Science, History and Political Science, Literature and Fine Arts, Science, Recreation and Physical Education, Religion, Social Work and Family Studies, and Technology.

Sample Freshman Year Sequence
B.A. Journalism
(News Editorial)

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
CPTE 245	Computer-Aided Publishing	3	JOUR 105	Writing for the Media	3
JOUR 103	Intro to Communication	3	JOUR 125	Intro to Photography *(if needed)*	3
	Area D-1, Inter Foreign Lang	3		Area D-1, Inter F Lang	3
	Area B, Religion	3		Gen Ed, Minor or Elect	4
		15			16

Major—B.A. Broadcast Journalism (30 Hours)

*(If a student both majors and minors in the department, at least 12 hours must **not** overlap between the major and the minor.)*

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 201	Foundations of Broadcasting	3
JOUR 202	Broadcasting Techniques	3
JOUR 205	News Reporting	3
JOUR 314	Broadcast News Writing (W)	3
JOUR 317	Broadcast Management	3
JOUR 327	Video Production	3
JOUR 427	Mass Media Law and Ethics	3
JOUR 426	TV News Reporting & Perform	3

Required Cognates		Hours
BMKT 326	Principles of Marketing	3
PLSC 254	Amer National & State Govt	3
COMM 135	Intro to Public Speaking	3
	Inter level of a foreign lang	6

Recommended Electives		
JOUR 492	Internship:Broadcasting	3
HMNT 205	Arts and Ideas	3
MATH 215	Statistics	3
TECH 183	Basic Electronics	3
CPTE 245/345	Computer-Aided Publishing	3

Sample Freshman Year Sequence
B.A. Broadcast Journalism

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
JOUR 103	Intro to Communication	3	JOUR 201	Found of Broadcast	3
	Area D-1, Int For Lang	3	JOUR 105	Writing for the Media	3
	Area B, Religion	3		Area D-1, Int For Lang	3
	Gen Ed, Minor or Elect	3		Gen Ed, Minor or Electives	4
		15			16

Major—B.A. Public Relations (30 Hours)

*(If a student both majors and minors in the department, at least 12 hours must **not** overlap between the major and the minor.)*

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 205	News Reporting	3
JOUR 316	Mag & Feature Art Writing (W)	3
JOUR 397	Research on the Internet	1
JOUR 427	Mass Media Law and Ethics OR	3
JOUR 488	Mass Communication and Soc (W)	
PREL 234	Pub Rel Principles and Theory	2
PREL 344	Fundamentals of Advertising	3
PREL 406	Persuasion and Propaganda	3
PREL 482	Public Relations Campaign	3
PREL 485	Public Relations Techniques	3

Required Cognates		Hours
ART 119	Publication Design	3
BMKT 326	Principles of Marketing	3
COMM 135	Intro to Public Speaking	3
CPTE 245	Computer-Aided Publishing	3
JOUR 125	Intro to Photography	3
	Inter level of foreign language	6
	Lit or Fine Arts Electives	3

Recommended Electives		
JOUR 202	Broadcasting Techniques	3
JOUR 212	Copyediting	2
JOUR 314	Broadcast News Writing (W)	3
JOUR 227/327	Video Production	3
JOUR 356	Advanced Reporting (W)	3
MATH 215	Statistics	3
PREL 368	Fund Development	3
PREL 492	Public Relations Internship	3
TECH 145	Introduction to Graphic Arts	3

Sample Freshman Year Sequence
B.A. Public Relations

1st Semester		Hours
CPTE 245	Computer-Aided Publishing	3
ENGL 101	College Composition	3
JOUR 103	Intro to Communication	3
	Area D-1, Inter Foreign Lang	3
	Area B, Religion	3
		15

2nd Semester		Hours
COMM 135	Intro to Public Speaking	3
ENGL 102	College Composition	3
JOUR 105	Writing for the Media	3
	Area D-1, Inter Foreign Lang	3
	Gen Ed, Minor or Electives	4
		16

Major—B.S. Mass Communication (43 Hours)

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 125	Intro to Photography	3
JOUR 201	Foundations of Broadcasting	3
JOUR 205	News Reporting	3
JOUR 397	Research on the Internet	1
JOUR 241	Web Design II	1
JOUR 427	Mass Media Law &Ethics	3
JOUR 488	Mass Communication & Society	3
PREL 234	PR Principles & Theory	2
	*Electives	18

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Spreadsheets	1
CPTE 107	Intro to Database	1
CPTE 245/345	Computer Aided Publishing	3
CPTE/CPTR	Elective	3

***Electives:** In consultation with your advisor choose 18 hours of electives within one of the following tracks. Your selections must include at least 12 hours of upper division credit with most selected from JOUR/PREL courses.
Note: A plan of study outlining your choice of electives must be approved by the Journalism and Communication faculty prior to a student entering his/her junior year.

Advertising Track *(Select 18 Hours)*		Hours
PREL 244	Sales	2
PREL 344	Fundamentals of Advertising	3
PREL 354	Advertising Copywriting	3
PREL 406	Persuasion and Propaganda	3
JOUR 315 &	Advanced Photography	3
ART 219-220	Intro to Computer Graphics OR	6
BMKT 326 & BMKT 375	Principles of Marketing International Marketing	6
PREL 291/391	Practicum	1-3
PREL 492	Internship	3

Broadcasting Track *(Select 18 Hours)*		Hours
JOUR 202	Broadcasting Techniques	3
JOUR 314	Broadcast New Writing (W)	3
JOUR 317	Broadcast Management	3
JOUR 327	Video Production	3
JOUR 426	TV News & Performance	3
PREL 244	Sales	2
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

Public Relations Track		Hours
PREL 344	Fundamentals of Advertising	3
PREL 406	Persuasion and Propaganda	3
PREL 482	Public Relations Campaigns	3
PREL 485	Public Relations Techniques	3
Select 6 hours from:		
PREL 244	Sales	2
PREL 354	Advertising Copywriting	2
PREL 368	Fund Development	3
JOUR 316	Magazine and Feature Article Writing (W)	3
JOUR 165/465	Topics in Communication	1
JOUR 175	Communication Workshop	1
PREL 291/391	Practicum	1-3
PREL 492	Internship	3

Writing/Editing Track *(18 Hours)*		Hours
ENGL 313	Expository Writing (W)	3
ENGL 314	Creative Writing (W)	3
JOUR 175/475	Communication Workshop	1-3
JOUR 212	Copyediting	2
JOUR 314	Broadcast News Writing (W)	3
JOUR 316	Magazine and Feature Article Writing (W)	3
JOUR 356	Advanced Reporting (W)	3
JOUR 426	TV News Reporting and Performance	3
PREL 354	Advertising Copywriting	2
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

Visual Communication Track *(Select 18 Hours)*		Hours
JOUR 210	Presentation Media	1
JOUR 315	Advanced Photography	3
JOUR 327	Video Production	3
ART 219-220	Intro to Graphic Design	6
ART 400	Intro to Multi-media Design	3
COMM 326	Film Evaluation (W)	3
JOUR 291/391	Practicum	1-3
JOUR 492	Internship	3

Sample Freshman Year Sequence
B.S. Mass Communication

1st Semester		Hours
ENGL 101	College Composition	3
CPTE 245	Computer-Aided Publishing	3
JOUR 103	Intro to Communication	3
COMM 135	Intro to Public Speaking	3
	Area B, Religion	3
		15

2nd Semester		Hours
ENGL 102	College Composition	3
JOUR 201	Found of Broadcast	3
JOUR 105	Writing for the Media	3
JOUR 201	Foundations of Broadcasting	3
	Area C, Science	3
		15

Major—A.S. Media Technology (30 Hours)

Required Courses		Hours
ART 125	Graphic Design Principles I	3
CPTE 245	Computer-Aided Publishing	3
JOUR 103	Intro to Communication	3
JOUR 125	Intro to Photography	3
JOUR 210	Presentation Media	1
JOUR 291	Practicum: Media Tech	2
TECH 183	Electronics	
	OR	3
	JOUR/PREL electives	

Graphics Emphasis		Hours
ART 119	Publication Design I	3
ART 120	Publication Design II	3
ART 126	Graphic Design Prin II	3
TECH 145	Intro to Graphic Arts	3

Media Emphasis		
JOUR 201	Foundations of Broadcasting	3
JOUR 202	Broadcasting Techniques	3
JOUR 227	Video Production	3
JOUR 315	Advanced Photography	3

Sample Freshman Year Sequence
A.S. Media Technology

1st Semester		Hours
CPTE 245	Computer-Aided Publishing	3
ENGL 101	College Composition	3
JOUR 103	Intro to Communication	3
JOUR 125	Intro to Photography	3
	Area B, Religion	3
		15

2nd Semester		Hours
ART 119	Publication Design	
	OR	3
JOUR 201	Foundations of Broadcasting	
ENGL 102	College Composition	3
	JOUR/PPEL Electives or	
	Gen Ed Electives	10
		16

Minor—Advertising (19 Hours)

Required Courses		Hours
ART 119	Publication Design	3
BMKT 326	Principles of Marketing	3
CPTE 245/345	Computer-Aided Publishing	3
JOUR 103	Intro to Communication	3

Required Courses, cont.		Hours
PREL 244	Sales	2
PREL 344	Fundamentals of Advertising	3
PREL 354	Advertising Copywriting	2

Minor—Journalism (News Editorial) (18 Hours)

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 205	News Reporting	3
JOUR 212	Copyediting	2
	Department Elective	1

Required Courses, cont.		Hours
JOUR 316	Mag & Feature Art Writing (W)	
	OR	3
JOUR 356	Advanced Reporting (W)	
JOUR 427	Mass Media Law & Ethics	
	OR	3
JOUR 488	Mass Comm & Society (W)	

Minor—Broadcast Journalism (18 Hours)

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 201	Foundations of Broadcasting	3

Required Courses, cont.		Hours
JOUR 202	Broadcasting Techniques	3
JOUR 205	News Reporting	3
JOUR 314	Broadcast News Writing (W)	3

Minor—Public Relations (20 Hours)

Required Courses		Hours
ART 119	Publication Design	
	OR	3
CPTE 245/345	Computer-Aided Publishing	
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 205	News Reporting	3
PREL 234	Pub Rel Prin and Theory	2

Required Courses, cont.		Hours
PREL 344	Fundamentals of Advertising	
	OR	3
PREL 406	Persuasion and Propaganda	
PREL 485	Public Relations Techniques	3

Minor—Media Sales (19 Hours)

Required Courses		Hours
BMKT 326	Principles of Marketing	3
BMKT 328	Sales Management	3
JOUR 103	Intro to Communication	3
PREL 244	Sales	2
PREL 344	Fundamentals of Advertising	3
PREL 354	Advertising Copywriting	2

Select 3 Hours from:		Hours
BMKT 375	International Marketing	3
BMKT 423	Promotional Strategy	3
PREL 291/391	Practicum: Sales	3
PREL 406	Persuasion and Propaganda	3

Minor—Visual Communication (18 Hours)

Required Courses		Hours
JOUR 103	Intro to Communication	3
JOUR 105	Writing for the Media	3
JOUR 210	Presentation Media	1
JOUR 315	Advanced Photography	2-3
JOUR 327	Video Production	3
COMM 326	Film Evaluation (W)	3

Select 3 Hours from:		Hours
ART 104	Drawing	3
ART 119	Publication Design	
	OR	3
CPTE 245/345	Computer-Aided Publishing	
ART 400	Intro to Multi-media Design	3
JOUR 291/391	Practicum	1-3
JOUR 427	Mass Media Law & Ethics	
	OR	3
JOUR 488	Mass Comm & Society (W)	

COMMUNICATION

COMM 135. Introduction to Public Speaking (D-4) **3 hours**

Preparation and presentation of short informative and persuasive speeches with emphasis on the selection and organization of material, reasoning, methods of securing interest, persuasive strategies, and the elements of delivery. (Fall, Winter, Summer)

COMM 136. Interpersonal Communication (D-4) **3 hours**

Introducing the process of informal transactional communication, this course emphasizes a quality of communication rather than a communication setting, namely personal involvement through emphatic listening and self-disclosure. The course utilizes readings and learning activities to help students understand the theory of interpersonal communication and apply it in realistic transactions.

COMM 326. Film Evaluation (D-2) (W) **3 hours**

The primary goal of the class is to help each student develop a personal set of criteria for evaluating films. Class activities include viewing films that have made significant contributions to our culture, reading film reviews and criticisms, studying how films are made and how to write about films, and writing about them. The class meets one night per week for a minimum of 3 hours, at which time films are viewed. Evaluation papers based on this viewing are due weekly. (Winter)

COMM 465. Topics **3 hours**

Selected topics in speech and related areas presented in a classroom setting. Subjects covered will determine general education credit status. This course may be repeated for credit.

COMM 295/495. Directed Study **1-3 hours**
The content of this course will be adjusted to meet the particular needs of the student. Open only to students approved by the department chair in consultation with the prospective instructor. This course may be repeated for credit.

JOURNALISM

JOUR 080. Basic Grammar and Usage **1 hour**
Instruction and exercises in spelling, sentence sense, punctuation, and word choice. Designed to fit the framework of grammar and usage requirements in the *Associated Press Stylebook*.

JOUR 103. Introduction to Communication (G-2) **3 hours**
Overview of the development and characteristics of mass media, with emphasis on media in the United States including newspapers, radio, television, photography, film, sound recording, books, magazines, advertising, public relations, and new media technology. Attention is given to theories of communication and how to be a critical and discriminating consumer of mass media.

JOUR 105. Writing for the Media (G-2) **3 hours**
Prerequisite: No less than a "C" in ENGL 101.
Basic writing skills for newspaper, magazines, advertising, public relations, online and broadcasting, with emphasis on learning the Associated Press Stylebook.

JOUR 125. Introduction to Photography (G-1) **3 hours**
Instruction in use of the camera and light meter; study of elements that constitute good photo composition, darkroom techniques involving film development, negative enlargement and print finishing. Students supply their own 35mm cameras with adjustable f-stops and shutter speeds. A limited number of rental cameras are available. Two hours of lecture, three hours of laboratory each week. Supply lab fee of $125 charged in addition to tuition.

JOUR 201. Foundations of Broadcasting **3 hours**
Provides an understanding of broadcasting and related industries. Basic theories and practices of radio, television, cable operations, and other electronic media are covered.

JOUR 202. Broadcasting Techniques **3 hours**
Introduction to audio production in the context of the broadcast station. Instruction in the technical aspects of production for radio and television. Oral communication emphasis: Techniques in announcing for a variety of program types including commercials, news, interviews, and talk shows.

JOUR 205. News Reporting (G-2) **3 hours**
Prerequisite: JOUR 105 and ability to type at least 30 wpm.
News gathering and research techniques; development of news writing skills and style. Emphasis on clarity of writing, accuracy, balance and fairness and on meeting deadlines in covering news events and interviewing news sources. Oral communication emphasis: Interviewing.

JOUR 210. Presentation Media **1 hour**
Prerequisite: CPTE 245.
A laboratory course in the selection, operation, and use of presentation media. Preparation of transparencies, slides, graphics, and audio materials.

JOUR 212. Copyediting **2 hours**

Prerequisite: JOUR 205 or consent of instructor.

Principles and practices of preparing copy for publication including headline writing, picture editing, and writing photo captions. Use of the Associated Press Stylebook. Focus is on accuracy, newsworthiness, language effectiveness, legality, and good taste in editing copy. (Alternate years)

JOUR 240. Web Design I **1 hour**

Web design theory and techniques. In this class the student will learn what works and what doesn't and will also learn the basics of the HTML programming and design a small web page. Both commercial and non-commercial sites will be evaluated in class for design elements. Students will learn how to use this medium effectively as well as learn hot it differs from other more traditional media.

JOUR 241. Web Design II **1 hour**

Prerequisite: JOUR 240 or consent of instructor.

This class builds on the skills a student has acquired in Web Design I by focusing on effective use of HTML and other web design tool. The latest trends in web design and a look at the direction the field is heading will also be considered.

JOUR 314. Broadcast News Writing (W) **3 hours**

Prerequisites: JOUR 202, JOUR 205 or consent of instructor.

Gathering information, interviewing, writing and editing for the broadcast media. Preparation of news and feature copy for release on the college radio station; instruction in writing spot announcements. (Alternate years)

JOUR 315. Advanced Photography (G-1) **2-3 hours**

Prerequisite: JOUR 125 or equivalent.

Advanced photographic and darkroom techniques with emphasis on photojournalism, studio and corporate photography and creative use of the camera in producing photo essays and photo collections for exhibit. Print journalists will create projects using photojournalism skills while public relations majors will focus on studio and corporate photography techniques in their projects. Students supply their own cameras with adjustable f-stops and shutter speeds. One hour of lecture, three hours of laboratory each week for 2 hours credit. Students registering for 3 hours will complete extra projects and additional laboratory and field work. Supply lab fee of $125 charged in addition to tuition.

JOUR 316. Magazine and Feature Article Writing (W) **3 hours**

Prerequisite: JOUR 080, 80 percent or better on departmental writing skills test, or JOUR 212.

Researching, writing and marketing the factual magazine piece and the newspaper feature article. Developing writing style through creative use of the English language. Oral communication emphasis: Interviewing and reading aloud.

JOUR 317. Broadcast Management **3 hours**

Prerequisites: JOUR 201.

An analysis of the challenges involved in operating an electronic media facility including personnel, programming, community relations, FCC policies, sales, and promotion. Students interview media managers during field trips to area radio, TV, and cable operations. Added emphasis on Christian broadcasting and operations of WSMC-FM, the University's 100,000-watt radio station. (Alternate years)

JOUR 227/327. Video Production **3 hours**

Introduction to the basic procedures of producing non-studio video programs. Emphasis will be given to lighting, audio, and editing techniques. The student will make extensive use of portable video and video editing equipment. Supply lab fee of $75 charged in addition to tuition.

JOUR 356. Advanced Reporting (W) **3 hours**

Prerequisites: JOUR 080, 80 percent or better on departmental writing skills test, or JOUR 212; JOUR 205 also required.

Reporting public affairs and writing articles in special areas after extensive research, interviews, and analysis: politics, government, law enforcement, society, science, medicine, education, religion, the arts, recreation, business. Oral communication emphasis: interviewing. (Alternate years)

JOUR 291/391. Practicum **1-3 hours**

Prerequisite: Consent of instructor before arranging for practicum.

Supervised work experience in print or broadcast journalism. At least 90 clock hours of work experience are required for each semester hour of credit. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

JOUR 397. Research on the Internet **1 hour**

Prerequisite: Intro to the Internet (CPTR 102) or permission of the instructor.

This course provides opportunity for students to focus on a specific area of research on the Internet and World Wide Web (WWW) by exploring web sights, documents, professional organizations, and other important resources pertinent to the student's major field of study. In-class demonstrations provide broad exposure to the WWW. Discussion of legal and ethical issues, reliability of information, use of the Internet in and by organizations, businesses, advertising, and other issues. Mastery of the basic skills of using the Internet required. (Winter)

JOUR 426. TV News Reporting and Performance **3 hours**

Prerequisite: JOUR 314, 227/327 or consent of instructor.

This is the capstone course for the broadcast journalism major. Writing, reporting, and producing television news stories and newscasts. Students participate in field exercises involving the shooting and editing of packages. Students will be required to create a resume' tape essential for entry into the job market. Emphasis on visual storytelling and performance skills. Video lab fee of $75 charged in addition to tuition. (Fall, odd years)

JOUR 427. Mass Media Law and Ethics **3 hours**

Study of the legal, ethical and constitutional issues affecting the media and the news gathering and dissemination process. Concepts of libel, privacy, free press, fair-trial, contempt of court, access to information, protection of sources, copyright law and government regulation of the media.

JOUR 165/465. Topics in Communication **1-3 hours**

Selected topics in broadcast journalism, print journalism, public relations, or related areas of communication.

JOUR 488. Mass Communication and Society (W) **3 hours**

This seminar provides for informed student participation in the examination of the role and function of the mass media system in the United States; the concept of social responsibility as a constraint upon the media; ethical, social, economic and political issues involved in the function of newspapers, magazines, radio, television, advertising and public relations. Emphasis on reading, writing media critiques and on analysis of concepts and ideas. The course also includes an introduction to research methods for the study of mass communication. Oral communication emphasis: Presenting reading and research reports. (Alternate years)

JOUR 492. Journalism Internship **3 hours**

Prerequisite: Completion of half the requirements for a major or minor in broadcast or news editorial journalism and departmental approval before arranging for internship.

Students work at a newspaper, magazine, broadcast station, or other agency to obtain on-the-job journalism experience, preferably during an eight- to 12-week period the summer between the junior and senior year when no other college course is taken. At least 270 clock hours of work experience are required. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

JOUR 295/495. Directed Study **1-4 hours**

For students who want to do independent research and writing in a specialized area of the mass media. Directed study topics will be selected with guidance from the instructor who will serve as a consultant to the student in carrying out the project.

PUBLIC RELATIONS

PREL 234. Public Relations Principles and Theory **2 hours**

Basic Public Relations principles, philosophy and theory as they relate to the historical development and contemporary practice of public relations; analysis of the public relations role in business, industry and non-profit organizations and of the functions and responsibilities of the public relations practitioner.

PREL 244. Sales **2 hours**

Principles and techniques of selling products and services based on understanding of buyer behavior, time and stress management, and effective persuasion. (Alternate years)

PREL 344. Fundamentals of Advertising **3 hours**

Advertising theories and principles; fundamentals of advertising copy writing, layout and design. Overview of research and campaign planning for public relations and marketing.

PREL 354. *Advertising Copywriting* **2 hours**

Principles and practices in writing and preparing advertising messages for the mass media. Analysis of successful advertising copy as well as opportunity for students to develop their own copywriting skills are part of the course. Social responsibility and ethics of the advertiser and copywriter are an integral part of instruction. (Alternate years)

PREL 368. Fund Development **1-3 hours**

Study of fund-raising principles and concepts; techniques used in planning, organizing and carrying out a fund-raising campaign; developing prospect lists, writing proposals, identifying and training development leadership, working with foundations. (Every third summer)

PREL 291/391. Practicum **1-3 hours**

Prerequisite: Consent of instructor before arranging for practicum.

Supervised work experience in public relations, advertising, or sales. At least 90 clock hours of work experience are required for each semester hour of credit. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

PREL 406. Persuasion and Propaganda **3 hours**

Historical origin and contemporary uses of propaganda; the concept of public opinion; motivational tools and techniques to achieve public response; characteristics of public and how they are influenced. (Alternate years)

PREL 482. The Public Relations Campaign **3 hours**
The public relations function in the context of the organizational communications and decision-making process. Application of communications theory and techniques in developing both internal and external communications campaigns; selected case studies. (Alternate years)

PREL 485. Public Relations Techniques **3 hours**
Prerequisites: ART 119; CPTE 245/345; JOUR 205.
Communications techniques used in public relations to identify and reach specified audiences through mass media channels and through controlled media. Preparation of press releases, brochures, newsletters, reports, audio-visuals, speeches and media campaigns; planning and conducting special events.

PREL 492. Public Relations Internship **3 hours**
Prerequisites: Completion of half the requirements for a major or minor in public relations and departmental approval before arranging for internship.
Students work at a public relations office, department or agency to obtain on-the-job public relations experience, preferably during an eight- to 12-week period the summer between the junior and senior year when no other college course is taken. At least 270 clock hours of work experience are required. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

PREL 295/495. Directed Study **1-4 hours**
For students who want to do independent research and writing in a specialized area of public relations, advertising or marketing. Directed study topics will be selected with guidance from the instructor who will serve as a consultant to the student in carrying out the project.

WORKSHOPS

JOUR 175/475. Communication Workshop **1-3 hours**
One semester-hour credit will be available for 40 clock hours of active participation in workshops conducted by the department in such areas as free-lance writing, news writing, video production, editing newsletters, crisis communication, public relations writing, fund raising, writing for student publications, editing student publications, and advising student publications. Advanced students may earn additional credits by completing a project started during the workshop. May be repeated for credit. (Summer)

(D-2) (D-4) (G-1) (G-2) (W) See pages 23-24 and 26-30 for explanation of general degree and general education requirements.

MATHEMATICS

Chair: Arthur Richert
Faculty: Lawrence Hanson, Robert Moore

Throughout recorded history mathematics and mathematical thinking have influenced man's culture to an extent that even many well-educated people fail to appreciate. *The Elements* of Euclid, the invention of a place-value numeration system, the invention of the calculus, the development of statistical inference, and more recently the development of computers, to name just a few, are mathematical contributions to civilization which have significantly affected the philosophies, commerce, science, and technology of mankind.

The Mathematics Department seeks to transmit this mathematical heritage to the students of Southern Adventist University by (1) introducing students to mathematical concepts and techniques and the disciplined, logical thinking required to successfully apply them to a variety of problem-solving experiences, (2) providing a stage of the formal education of professional mathematicians, (3) educating teachers of mathematics, and (4) providing appropriate courses for users of mathematics.

ASSESSMENT

All mathematics majors are required to take the Educational Testing Service Major Field Achievement Test in mathematics during the spring semester of their senior year. All actuarial studies majors are required to take the Society of Actuaries Course 100 examination. The results of these examinations are used in ongoing review of the departmental curriculum.

PROGRAMS IN MATHEMATICS

Major—B.A. Mathematics (30 Hours)

Required Courses		Hours
MATH 181	Calculus I	3
MATH 182	Calculus II	4
MATH 218	Calculus III	4
MATH 216	Set Theory and Logic	2
MATH 318	Algebraic Structures	3
MATH 200	Elementary Linear Algebra	2
MATH 411	Intermediate Analysis	3
MATH 485	Mathematics Seminar (W)	1
	Math Electives	8

Required Cognates		Hours
CPTR 131	Fundamentals of Prog I	3

Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.

Major—B.S. Mathematics (40 Hours)

Required Courses		Hours
MATH 181	Calculus I	3
MATH 182	Calculus II	4
MATH 218	Calculus III	4
MATH 216	Set Theory and Logic	2
MATH 317	Complex Variables	3
MATH 318	Algebraic Structures	3
MATH 200	Elementary Linear Algebra	2
MATH 411	Intermediate Analysis I	3
MATH 412	Intermediate Analysis II	3
MATH 485	Mathematics Seminar (W)	1
	Math Electives	12

Required Cognates		Hours
CPTR 131,132	Fundamentals of Prog I, II	6
	OR	
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2

Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.

Secondary certification in Mathematics requires a baccalaureate degree and completion of professional education courses (page 113) for licensure. Students preparing for secondary teacher certification must include MATH 215, 415 in the major. See further explanations in the Education and Psychology section, beginning on page 107.

Secondary endorsement in Mathematics requires a mathematics minor which includes the following courses: Statistics (MATH 215), Set Theory and Logic (MATH 216), Elementary Linear Algebra (MATH 200) or Linear Algebra (MATH 319), Geometry (MATH 415), and Mathematics Seminar (MATH 485).

Major—B.S. Actuarial Studies (44 Hours)

Required Courses		Hours
ACCT 221-222	Prin of Accounting	6
ECON 213	Survey of Economics	
	OR	3
ECON 224	Macroeconomics	
FNCE 315	Business Finance	3
FNCE 325	Fundamentals of Investments	3
MATH 181	Calculus I	3
MATH 182	Calculus II	4
MATH 200	Elementary Linear Algebra	2
MATH 215	Statistics	3
MATH 218	Calculus III	4
MATH 325	Probability Theory	3
MATH 326	Mathematical Statistics	3
MATH 485	Mathematics Seminar (W)	1
MGNT 334	Principles of Management	3
MGNT 354	Principles of Risk Management	3

Required Cognates		Hours
BCPT 105	Business Spreadsheets	3

Two courses in any department having an oral communication component. MATH 319, 415, and 485 have this component.

Actuaries deal with the mathematics, legal, and business aspects of risks such as those which arise in insurance, annuity, and pension plans. One must earn 300 Society of Actuaries examination credits to become an Associate of the Society of Actuaries and an additional 150 credits to become a Fellow. The Actuarial Studies major prepares a student for examinations covering approximately 75 of these credits. Preparation for the remainder usually comes from on-the-job experience and independent study.

Sample Freshman Year Sequence
B.A. or B.S. Mathematics

1st Semester		Hours	2nd Semester		Hours
CPTR 131	Fundamentals of Prog I	3	MATH 182	Calculus II	4
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 181	Calculus I	3		Area B, Religion	3
	Area F-2, Family Sci OR	2		Area F-1, Behav Sci	3
	AREA F-3, Health Sci			Area D-1/Beg For Lang	3
	Area G-3, Recreation	1			16
	Area D-1/Beg For Lang	3			
		15			

See pages 23-24 and 26-30 for general degree and general education requirements. Note especially requirements of make-up of admissions deficiencies, three writing emphasis courses, and 40 upper division credits.

Minor—Mathematics (18 Hours)

Required Courses		Hours
MATH 181	Calculus I	3
MATH 182	Calculus II	4
	Math Electives*	11

*At least 6 hrs. must be upper division.

MATHEMATICS

MATH 080. Elementary Algebra (A-2) **3 hours (Non-Credit)**
This remedial course covers the content of first-year high school algebra. It is required of all students who meet NONE of the following criteria: 1) ACT math standard score of 16 or above; 2) ACT math elementary algebra subscore of 8 or above; 3) high school Algebra II with a grade of C or better. Tuition for three semester hours will be charged for this course. (Winter)

MATH 090. Intermediate Algebra (A-2) **3 hours (Non-Credit)**
Prerequisite: MATH 080 or exemption.
Number systems and their properties, exponents, and radicals, equations and inequalities, polynomial functions and their graphs, systems of equations, logarithms. Tuition for three semester hours will be charged for this course. (Fall)

MATH 103. Survey of Mathematics (A-2) **3 hours**
Prerequisite: MATH 080 or exemption.
Basic concepts from the following topics: sets, mathematical logic, numeration systems, number theory, probability, statistics, algebra, geometry, metric system, consumer mathematics. This course does not apply on a major or minor in mathematics. (Fall, Winter, Summer)

MATH 120. Precalculus Algebra (A-2) **3 hours**
Prerequisite: Two years of high school algebra or MATH 090.
The real and complex number systems; algebraic equations and inequalities; functions and their graphs including polynomial, rational, exponential, and logarithmic functions; conic sections. This course does not apply on a major or minor in mathematics. (Fall, Winter, Summer)

MATH 121. Precalculus Trigonometry (A-2) **2 hours**
Pre- or corequisite: MATH 120 or equivalent.
The trigonometric and inverse trigonometric functions and their graphs, trigonometric equations and identities, trigonometric form of complex numbers, vectors, and other applications. This course does not apply on a major or minor in mathematics. (Fall, Winter)

MATH 181. Calculus I **3 hours**

Prerequisite: MATH 120 or a high school precalculus course.

Differential and integral calculus of the elementary functions (non-trigonometric) including limits, continuity, the derivative, computation of derivatives, applications of the derivative, the definite integral, the fundamental theorem of calculus, computation of antiderivatives, applications of the definite integral. (Fall, Winter)

MATH 182. Calculus II **4 hours**

Prerequisites: MATH 121 or equivalent and MATH 181.

Precise definitions of limits, calculus of the trigonometric functions, further topics in differential and integral calculus, polar coordinates, analytic geometry, parametric equations, sequences, infinite series, Taylor series, vectors. (Winter)

MATH 200. Elementary Linear Algebra **2 hours**

Prerequisite: MATH 181.

Systems of linear equations, matrices and determinants, vector spaces, linear transformations, eigenvalues and eigenvectors, applications. (Winter)

MATH 215. Statistics (A-2) **3 hours**

Prerequisite: An ACT mathematics standard score of 22 or above, or two years of high school algebra, or MATH 090, or MATH 103.

An introduction to descriptive and inferential statistics including organization and analysis of data, elementary probability, probability distributions (binomial, normal, Student's t, chi-square, F), estimation, hypothesis testing, correlation and regression, nonparametric statistics. (Fall, Winter)

MATH 216. Set Theory and Logic **2 hours**

Prerequisite: MATH 181.

An introduction to some of the basic ideas, terminology, and notation of logic and sets. The concept of a mathematical proof will be emphasized. (Winter)

MATH 218. Calculus III **4 hours**

Prerequisite: MATH 182.

Partial derivatives, multiple integrals, vector calculus including Green's theorem, Stokes's theorem, and the divergence theorem. (Fall)

MATH 280. Applied Mathematics for Computer Science **3 hours**

Prerequisite: MATH 120.

An examination of many of the mathematical concepts of particular use to computer scientists. The topics include set theory, relations, graph theory, combinatorics, Boolean algebra, digital logic and circuit design, proof techniques, and finite state automata. (Fall)

MATH 315. Differential Equations **3 hours**

Prerequisite: MATH 182.

Classification and solution of common types of ordinary differential equations, power series solutions, systems of linear differential equations, the Laplace transform, applications to problems in the physical sciences. (Winter)

MATH 316. Partial Differential Equations **3 hours**

Prerequisite: MATH 315.

Partial differential equations, Fourier series, boundary value problems, Bessel functions, Legendre polynomials. (Fall, even years)

MATH 317. Complex Variables **3 hours**

Prerequisites: MATH 216, 218.

An introduction to the theory of analytic functions of a complex variable, including mappings by elementary functions, complex integration, the Cauchy Goursat theorem, Cauchy's integral formula, power series, Laurent series, the theory of residues, and conformal mapping. (Winter, odd years)

MATH 318. Algebraic Structures **3 hours**
Prerequisites: MATH 216, 218.
The structure of groups, rings, integral domains, and fields. (Fall, even years)

MATH 319. Linear Algebra **2 hours**
Prerequisites: MATH 181, 200, 216.
Finite dimensional vector spaces and the attendant concepts of systems of linear equations, linear transformations, matrices, determinants, eigenvalues and eigenvectors. (Winter, odd years)

MATH 325. Probability Theory **3 hours**
Prerequisite: MATH 182.
Basic probability theory, combinatorial problems, independence and dependence, numerical-valued random phenomena, mean and variance of a probability law, normal, Poisson, and related probability laws. (Fall, even years)

MATH 326. Mathematical Statistics **3 hours**
Prerequisite: MATH 215, 218, 325.
Random variables, conditional probability, standard distributions of random variables, distributions of functions of random variables, interval estimation, point estimation. (Winter, odd years)

MATH 411-412. Intermediate Analysis **3,3 hours**
Prerequisites: MATH 216, 218.
The real number system, sequences, limits and metric spaces, continuity, uniform continuity, introduction to point set topology, properties of the derivative and integral, convergence and uniform convergence of sequences and series of functions, orderings. (Fall, odd years; Winter, even years)

MATH 415. Geometry **3 hours**
Prerequisites: MATH 181, 216.
Topics selected from the following: foundations of Euclidean geometry, finite geometries, advanced Euclidean geometry, non-Euclidean geometry, geometric transformations, the geometry of inversion, projective geometry. (Fall, odd years)

MATH 465. Nursing Statistics **3 hours**
Prerequisites: MATH 090, or 103, or equivalent and permission from the School of Nursing and the Department of Mathematics.
Descriptive and inferential statistics with an emphasis on techniques and tests which are most often used in nursing research. Topics are selected from the following: organization and analysis of data, probability, various parametric and nonparametric probability distributions, estimation, hypothesis testing, correlation and regression. This course is designed for community registered nurses who are working on advanced degrees, and is offered periodically at the request of the School of Nursing.

MATH 475. Mathematics in the Sciences **1 hour**
Prerequisites: All mathematics and science courses required for the B.S. degree in Science and Math Studies.
A study of the relationship between mathematics and the sciences, the influence each has had and continues to have upon the other, and applications of precalculus mathematics to the life, physical, and social sciences. This course does not apply on a major or minor in mathematics. (Winter, even years)

MATH 485. Mathematics Seminar (W) **1 hour**
Prerequisite: Permission of Mathematics staff.
Written and oral reports are made on a variety of topics in mathematics including topics in current mathematical literature. Mathematics majors obtaining secondary certification must choose topics in the history and philosophy of mathematics. (Fall, odd years)

MATH 295/495. Directed Study **1-3 hours**

Prerequisite: Approval by department faculty.

Individual reading and problem solving in a field chosen in consultation with an instructor. This course may be repeated for credit. (On demand)

EDUCATION

EDUC 438. Curriculum and Content Methods/Mathematics **1 hour**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, and the survey and evaluation of textbooks. (Fall, odd years)

(A-2) (W) See pages 23-24 and 26-30 for general degree and general education requirements.

MODERN LANGUAGES

Chair: Helmut Ott
Faculty: Mari-Carmen Gallego
Adjunct Faculty: Darwin Ayscue

This department combines language study with overseas experiences and other academic courses to administer an inter-disciplinary degree in International Studies that will enhance students' ability to live and work in an international setting. Students discover French, German, and Spanish not only as living languages but also as reflections of the cultures and the peoples they represent. The aim is to provide an aesthetic and historical background and a practical linguistic skill in the event the student becomes an overseas traveler or worker.

The ability to communicate with people is increasingly essential in today's shrinking world, and an acquaintance with a foreign culture should be part of the background of educated persons, particularly those with a sense of world mission. By introducing students to a foreign language and exposing them to another culture, the Department of Modern Languages helps them overcome stereotypes and prejudices, fosters a spirit of appreciation and inclusiveness, and facilitates their communication and interaction with persons of a different language and culture.

ASSESSMENT

The assessment of majors in International Studies consists of three basic parts: First the candidates write an evaluation of the departmental program to state their perception of the program's effectiveness in achieving its objectives. Second, the candidates take a departmental exam to demonstrate their degree of success in achieving near native mastery of the target language in the areas of listening, reading, writing, and speaking. Third, the candidates take an oral examination focusing on their knowledge and appreciation of the culture of the peoples who speak the target language. A key element of this interview is the candidates' ability to compare and contrast the target culture with their own, and to show how they relate, contribute to, and enrich each other.

FOREIGN STUDY

Adventist Colleges Abroad. Southern Adventist University is a member of the consortium of colleges and universities which, under the auspices of the General Conference of Seventh-day Adventists, supports the Adventist Colleges Abroad program. ACA provides an opportunity for students of French, German, or Spanish to achieve proficiency in the foreign language amid the added advantages of an authentic cultural setting.

The language schools operated by the following institutions are affiliates of ACA: in Austria, Seminar Schloss Bogenhofen, Braunau; in France, Centre Universitaire et Pédagogique du Salève, Collonges-sous-Salève; in Spain, Colegio Adventista de Sagunto, Sagunto; and in Argentina, Universidad Adventista del Plata.

BACHELOR OF ARTS DEGREE IN International Studies

Major—B.A. in International Studies with emphasis in French, German, or Spanish (36 Hours)

1. Language Component ..... 24 hours
   - The intermediate level of the target language taken prior to the ACA experience. 6 hours
   - Language courses at the ACA campus including at least 3 semester hours in Culture and Civilization and 3 in literature. 18 hours
2. Humanities Component ..... 12 hours

ART 345	Contemporary Art	3
ENGL 445	Ancient Classics	3
HIST 389	Vienna to Vietnam	3
RELT 368	Comparative Religions	3
	TOTAL	36 hours

Major—B.A. International Studies, French Emphasis (36 Hours)

Required Courses		Semester Hours
FREN 207	Intermediate French	3
FREN 208	Intermediate French	3
FREN 211	Phonetics	
FREN 221	Intermediate Composition	
FREN 231	Intermediate Orthography	
FREN 251	Intermediate Oral Exp	

Required Courses, cont.		Semester Hours
FREN 301	Advanced French	
FREN 321	Adv Composition I	
FREN 351	Adv Oral Expression I	
FREN 381	Survey of French Lit	
FREN 2XX	French Culture and Civilization	3
FREN 3XX	French Literature	3

Sample Freshman Year Sequence
B.A. International Studies, French

1st Semester		Semester Hours
FREN 101	Elementary French	3
HIST 175	World Civilization	
	OR	3
	Another C-1 Course	
ENGL 101	College Composition	3
MATH 103	Survey of Math	
	OR	3
	Area A-2, Mathematics	
RELT 125	Teachings of Jesus	
	OR	3
	Another B-1 Course	
		15

2nd Semester		Semester Hours
FREN 102	Elementary French	3
ENGL 102	College Composition	3
HMNT 205	Arts and Ideas	
	OR	3
	Another D-3 Course	
PEAC	PE Activity	1
PSYC 128	Developmental Psych	
	OR	3
	Another F-1 Course	
COMM 135	Intro to Public Speaking	
	OR	3
COMM 136	Interpersonal Communications	
		16

Major—B.A. International Studies, German Emphasis (36 Hours)

Required Courses		Semester Hours
GRMN 201	Grammar I	
GRMN 207	Intermediate German	3
GRMN 208	Intermediate German	3
GRMN 211	Comp/Dictation I	
GRMN 221	Conversation I	

Required Courses, cont.		Semester Hours
GRMN 231	Rding/Pronunciation	
GRMN 301	Grammar II	
GRMN 311	Comp/Dictation II	
GRMN 2XX	German Culture and Civilization	3
GRMN 3XX	German Literature	3

Sample Freshman Year Sequence
B.A. International Studies, German
Same as French
(See Above)

Major—B.A. International Studies, Spanish Emphasis (36 Hours)

Required Courses		Semester Hours
SPAN 201	Spanish Folklore	
SPAN 207	Intermediate Spanish	3
SPAN 208	Intermediate Spanish	3
SPAN 251	Inter Spanish Grammar	
SPAN 261	Inter Spanish Comp	
SPAN 271	Inter Span Conversation	
SPAN 272	Inter Span Conversation	
SPAN 2XX	Spanish Culture and Civilization	3
SPAN 3XX	Spanish Literature	3

Required Courses, cont.		Semester Hours
SPAN 352	Adv Spanish Grammar I	
	OR	
SPAN 353	Adv Spanish Grammar I	
SPAN 362	Adv Span Comp I	
	OR	
SPAN 363	Adv Spanish Comp I	
SPAN 372	Adv Spanish Conversation I	
SPAN 373	Adv Spanish Conversation I	

Sample Freshman Year Sequence
B.A. International Studies, Spanish
Same as French
(See Above)

Minor—French, German or Spanish (18 Hours)

Required Courses		Hours
XXXX 207-208	Intermediate Language	6
	Upper Division Language Courses	6
	Elective Language Courses	6

The beginning language courses, 101-102, are excluded from the minor. *Students desiring a language minor must earn credits beyond the intermediate level either at ACA or in other language programs previously approved by this department.*

DESCRIPTION OF COURSES

I. Courses Offered at the SAU Campus

FRENCH

FREN 101-102. Elementary French (D-1) **3,3 hours**
A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in FREN 101-102 by permission of the department. (FREN 101 is offered Fall; 102, Winter)

FREN 207-208. Intermediate French (D-1) **3,3 hours**
Prerequisite: FREN 101-102, or two years of French in secondary school, or a satisfactory score on a standardized examination, or approval of the department.
Advanced grammar; intensive and extensive reading of moderately difficult material; oral and written exercises. Laboratory work is required. (FREN 207 is offered Fall; 208, Winter)

GERMAN

GRMN 101-102. Elementary German (D-1) **3,3 hours**
A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in GRMN 101-102 by permission of the department. (GRMN is offered Fall; 102, Winter)

GRMN 207-208. Intermediate German (D-1) **3,3 hours**
Prerequisite: GRMN 101-102, or two years of German in secondary school, or a satisfactory score on a standardized examination, or approval of the department.
Advanced grammar; intensive and extensive reading of moderately difficult material; oral and written exercises. Laboratory work is required. (GRMN 207 is offered Fall; 208, Winter.)

MODERN LANGUAGE

MDLG 240. American Sign Language I **3 hours**
An introductory class in American Sign Language designed for the student with little or no signing experience. Course focus is on developing beginning sign communication for basic conversational usage. No prerequisite required.

MDLG 241. American Sign Language II **3 hours**
Prerequisite: MDLG 240 or equivalent.
A continuation of American Sign Language I with an ongoing emphasis on expressive and receptive sign communication development. Further attention is placed on ASL grammar and deaf culture.

MDLG 265. Medical Spanish (D-1) **3 hours**
This course is designed for physicians, nurses, and other health professionals who need to communicate with Spanish-speaking clients. The primary objective is to help students develop health-related vocabulary and learn specific expressions and phrases that are commonly used by health professionals in their dealings with clients. The course will not count toward the major in International Studies. Open to anyone but primarily for Allied Health, Nursing, Pre-Med, Wellness and Social Work majors. (Winter)

SPANISH

SPAN 101-102. Elementary Spanish (D-1) **3,3 hours**
A foundation course in the basic skills. May be waived by examination. Laboratory work is required. Ordinarily no credit will be allowed to students in elementary modern language if they have passed two years of language at the high school level. Students who have not taken language during the previous four years may enroll in SPAN 101-102 by permission of the department. (SPAN 101 is offered Fall; 102, Winter)

SPAN 207-208. Intermediate Spanish (D-1) **3,3 hours**
Prerequisite: SPAN 101-102, or two years of Spanish in secondary school, or a satisfactory score on a standardized examination, or approval of the department.
Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. Laboratory work is required. (SPAN 207 is offered Fall; 208, Winter)

II. Courses offered at the ACA language schools

For a complete listing of courses available for credit at the ACA campuses, see the 1997-98 ACA catalog in Southern Adventist University's Modern Languages Department.

(D-1) See pages 26-30 for general education requirements.

School of Music

Dean: Marvin L. Robertson
Faculty: J. Bruce Ashton, Brandon Beck, Julie Boyd-Penner, Orlo Gilbert, Judith Glass
Adjunct Faculty: Ken Cardillo, Jan Cochrane, Charles Griffin, James Hanson, Elaine Janzen, Nora Kile, Bruce Kuist, Lynda Magee-Johnson, Mark Reneau, Clinton Schmitt, Gordon Stangeland

The faculty of the School of Music believes that music is one of the arts given to man by his Creator to be used in the worship of God and to enhance the quality of man's life. In harmony with this philosophy, course work is offered which meets the needs of the general university student as well as music majors and minors.

The School of Music offers two baccalaureate degrees, the Bachelor of Music degree in music education and the Bachelor of Science degree in music. Both degrees require courses in music theory and history, as well as a high level of achievement in a major performance area. The Bachelor of Music degree emphasizes the skills necessary for teaching music, with special emphasis on the training of teachers for the Seventh-day Adventist school system. The Bachelor of Science degree affords the student the opportunity to choose one of three tracks: (1) General, (2) Music Theory and Literature, (3) Music Performance.

ADMISSION REQUIREMENTS

Music majors must fulfill all the general admission requirements of the University. In addition, a prospective music major is required to take written and aural entrance examinations in music theory and a performance examination in the applied concentration. To obtain freshman standing as a music major, the student must qualify for MUCT 111 and MUPF 189.

Further information regarding the entrance examinations may be obtained by writing the Dean of the School of Music.

GENERAL REQUIREMENTS

Functional Piano: All music majors must pass a functional piano examination or pass four hours of piano secondary. (The latter may not be used as part of the applied music requirement in the Vocal/General Endorsement for teacher certification.) The functional piano examination includes the playing of hymns, scales, triads, arpeggios, several moderately easy compositions and accompaniments, and the harmonization of simple folk melodies. The functional piano examination should be passed during the first week of the first semester in residence or the student must register for applied piano instruction.

Applied Music Credit: One semester hour of credit will be given for fourteen half-hour lessons with a minimum of four hours of practice per lesson. Applied music concentration grades are assigned following a jury examination at the end of each semester. (See Music Lesson Fees under Financial Policies section of this *Catalog*.)

Concert and Recital Attendance: Full-time music majors (students taking 12 or more credits) are required to attend, as a non-performer, six School approved concerts per semester, except for the student teaching semester. Attendance shall

include faculty and senior recitals in the student's applied concentration area. Failure to meet this requirement will nullify music major status.

Music Ensemble Participation: All music majors are required to participate in a music ensemble every semester in full-time residence (12 or more hours). During the student teaching semester, students are exempted from this requirement. Teacher certification candidates must, however, complete eight hours of appropriate ensembles. Appropriate ensembles are defined as follows: string majors, Symphony Orchestra; wind and percussion majors, Concert Band; voice majors, Southern Singers; keyboard majors, any of the above. Students are encouraged to participate in a variety of other ensembles as time permits.

ASSESSMENT

The School of Music has an ongoing program of student assessment. This program includes the following:

1. PERFORMANCE EVALUATIONS
   a. Performance Concentration:

      Music Performance Concentration (MUPF 189, 389) grades will be based on the student having met the following criteria:

      1. Completed at least 14 lessons for the semester. (One-half hour lesson = one semester hour credit; one hour lesson = two semester hours credit; etc.)
      2. Practiced a minimum of four hours each week for each semester hour of credit. The student will keep a "Daily Practice Log" for his/her verification of meeting this requirement. (Two semester 7 hours of credit = eight hours of practice per week.)
      3. Studied, completed, and performed sufficient literature to warrant the credit hours for which the individual is registered. (The number, length, and/or difficulty level of the work(s) studied and of the work(s) prepared for performance are the basis for this criterion. Where appropriate, other factors such as memorization will be considered.)
      4. Completed the end of the semester jury audition examination and received a performance grade as determined by the Music Faculty (50%) and the Private Lesson Instructor (50%).

      Unsatisfactory performance in any item above will impact the final Performance Concentration grade.

      A grade of C- or lower will not count toward the Performance Concentration requirements.

      A grade of C or lower for two consecutive semesters will result in the student being dropped as a Music Major. Reinstatement can only be achieved by applying to the Music Faculty and successfully completing an audition for reinstatement in the Performance Concentration area. Audition for reinstatement may be requested only once.

b. Performance Secondary:

Music Performance Secondary (MUPF 129, 329) grades will be based on the student having met the following criteria.

1. Completed at least 14 lessons for the semester. (One-half hour lesson = one semester hour credit; one hour lesson = two semester hours credit.)
2. Practiced a minimum of four hours per week for each semester hour of credit. The student will keep a "Daily Practice Log" for his/her verification of meeting this requirement. (Two semester hours credit = eight hours practice per week.)
3. Studied, completed, and performed sufficient literature at the individual student's level to warrant the credit hours for which the individual is registered.

Unsatisfactory performance in any item above will impact the final Performance Secondary grade.

2. JUNIOR STANDING

Music majors must apply for junior standing at the end of the sophomore year. These requirements are as follows:

a. An overall grade point average of 2.00 for the Bachelor of Science degree and 2.50 for the Bachelor of Music degree.
b. A grade point average of 2.50 in all music courses.
c. Completion of the functional piano requirement.
d. Completion of MUCT 111-112,121-122.
e. Completion of at least four hours of credit in the student's applied music concentration area.

Faculty evaluation of the application for junior standing will result in the student's receiving one of the following classifications: (a) Pass, Bachelor of Music; (b) Pass, Bachelor of Science; (c) Probation; (d) Fail. Junior Standing requirements must be met at least two semesters before graduation.

3. SENIOR RECITAL

All music degree candidates will present a senior recital. The student must be registered for private instruction while preparing for the senior recital. A faculty audition of the complete program must be scheduled at least three weeks before the recital date. Unsatisfactory performance at this audition will result in a rescheduling of the recital date.

Following the senior recital, the music faculty will vote to either accept the performance or to require all or portions of the recital to be repeated. The student will not be cleared for graduation until successful completion of the senior recital. Upon music faculty approval, the senior recital requirement may be partially fulfilled through a conducting or chamber music performance.

4. SENIOR ASSESSMENT EXAMINATION

During the senior year each graduating senior will take the nationally standardized Major Field Achievement Test. The results of this examination will be used to help determine the effectiveness of the music program and the competency level of the graduates.

BACHELOR OF MUSIC CURRICULUM

The Bachelor of Music degree in music education meets state and denominational certification requirements. Students must apply for admission to the Teacher Education Program through the School of Education and Psychology prior to taking education courses. Each student will be responsible to determine the additional courses that may be required for certification in the state of his/her choice. This information can be obtained at the School of Education and Psychology.

State certification and graduation requirements for Music Education majors include passing the NTE Specialty Test in Music Education at the 480 level.

The following general education requirements apply only to students pursuing a Bachelor of Music degree:

A. Basic Academic Skills		9 hours
1. English	6 hours	
2. Mathematics	3 hours	
B. Religion		12 hours
1. Biblical Studies (RELB)	3 hours	
2. Religion: RELT 138, 255	6 hours	
3. Upper division elective	3 hours	
C. History		6 hours
D. Language, Literature, Fine Arts		6 hours
1. Literature	3 hours	
2. Communication	3 hours	
E. Natural Sciences		6 hours
1. Biology	0-3 hours	
2. Chemistry	0-3 hours	
3. Physics	0-3 hours	
4. Earth Science	0-3 hours	
F. Behavioral, Family, Health Sciences		2 hours
1. Health Science: HLED 173	2 hours	
G. Activity Skills		2 hours
1. Recreational Skills (PEAC 225 required)	2 hours	
	TOTAL	43 hours

Music Core (33 Hours)

Required Courses		Hours
MUCT 111-112	Music Theory I, II	6
MUCT 121-122	Aural Theory I, II	2
MUCT 211-212	Adv Music Theory III, IV	6
MUCT 221 222	Adv Aural Theory III, IV	2

Required Courses, cont.		Hours
MUHL 320-323	Music history courses (W)	8
MUPF 477	Instr Conducting Techniques	3
MUPF 478	Choral Conducting Techniques	3
MUCT 313	Orchestration and Arranging	3

Keyboard proficiency must be demonstrated by passing a piano proficiency examination. Four (4) hours of keyboard secondary may be used in lieu of the proficiency examination. The four hours of keyboard may not be used as part of the applied music requirement in the Vocal/General Endorsement.

Vocal/General Endorsement (31 Hours)

A. Applied Music Concentration Voice
- Applied Concentration ..... 14 hours
- Appropriate Ensemble(s) ..... 8 hours
- Vocal and General Methods including:
  - MUED 231 Music & Movement ..... 2 hours
  - MUED 317 Voice Pedagogy ..... 2 hours
  - MUED Elective ..... 2 hours
  - MUED 439 Student Teaching Seminar ..... 1 hours
  - MUPF 227, 228 Singers Diction ..... 2 hours

B. Applied Music Concentration Keyboard
- Applied Concentration (Piano or Organ) ..... 14 hours
- Applied Concentration (Voice) ..... 4 hours
- Appropriate Ensemble(s) ..... 8 hours
- Vocal and General Methods including:
  - MUED 231 Music and Movement ..... 2 hours
  - MUED 317 Voice Pedagogy ..... 2 hours
  - MUED 316 Piano Pedagogy (Piano Concentration)
    OR
  - MUED 318 Organ Pedagogy (Organ Concentration) ..... 2 hours
  - MUED 439 Student Teaching Seminar ..... 1 hours
  - Service Playing (Organ Majors Only) ..... 2 hours

Instrumental Endorsement (35 Hours)
- Applied Music Concentration
  (one instrument: wind, string, or percussion) ..... 14 hours
- Appropriate Ensemble(s) ..... 8 hours
- Instrumental Methods and Techniques
  (MUED 136, 146, 156, 166) ..... 12 hours
- MUED 439. Pre-Student Teaching Seminar ..... 1 hours

Vocal/General and Instrumental Endorsement

An applicant for endorsements in both areas above may complete a minimum of ten semester hours in methods and materials, provided both are represented.

Education Core (26 Hours)

Before taking education courses, the student must apply to the School of Education and Psychology for admission to the Teacher Education Program. Before the end of the junior year, the student must apply to the School of Education and Psychology for admission to the professional semester.

Required Courses		Hours
EDUC 135	Introduction to Education	2
EDUC 217	Psych Foundations of Education	2
EDUC 240	Ed for Excep Child and Youth	2
EDUC 325	Philosophy of Christian Ed	2
EDUC 356	Classroom Assessment	2

Required Courses, cont.		Hours
EDUC 422	Adolescent Psyc & Behavior Mgmt	2
EDUC 434	Reading in Content - Secondary	2
EDUC 469	Enhanced Stu Teaching K-12	10
MUED 250	Technology in Music Education	2

Sample Freshman Year Sequence
B.Mus. Music Education

1st Semester		Hours	2nd Semester		Hours
EDUC 135	Intro to Education	2	ENGL 102	College Composition	3
ENGL 101	College Composition	3	MUCT 112	Music Theory II	3
HIST	Area C-1, Elective	3	MUCT 122	Aural Theory II	1
MUCT 111	Music Theory I	3	MUPF 189	Applied Concentration	2
MUCT 121	Aural Theory I	1		Music Ensemble	1
MUPF 189	Applied Concentration	2	RELT 255	Christian Beliefs	3
	Music Ensemble	1		Area C-2, Pol Sci/Econ	3
		16			16

BACHELOR OF SCIENCE DEGREE IN MUSIC

The Bachelor of Science in Music degree indicates the study of music within a liberal arts degree framework. This program is designed to meet the needs of students who wish to major in music irrespective of specific career aspirations.

Major—B.S. Music (45-53 Hours)

Required Courses		Hours
MUCT 111-112	Music Theory I, II	6
MUCT 121-122	Aural Theory I, II	2
MUCT 211-212	Music Theory III, IV	6
MUCT 221-222	Aural Theory III, IV	2

Required Courses, cont		Hours
MUHL 320	Chant/Chanson, 600-1450(W)	2
MUHL 321	Frottola/Fugue 1450-1700(W)	2
MUHL 322	Suite/Symphonic Poem 1700-1900 (W)	2
MUHL 323	Diverse Musical Systems 1900-Present (W)	2
	Appropriate Music Ensembles	8

General Track (13 Hours)

Required Courses		Hours
MUPF 189	Concentration	4
MUPF 389	Concentration	4
	UD Music Theory or Conducting Elective	3
	Music Electives	2

Music Theory and Literature Track (17 Hours)

Required Courses		Hours
MUHL 115	Listening to Music	3
MUCT 413	Analysis of Music Form	3
MUPF 189	Concentration	4
MUPF 389	Concentration	4

Required Courses, cont.		Hours
MUPF 477	Instrumental Conducting Tech OR	3
MUPF 478	Choral Conducting Tech	

Cognate Requirement

HMNT 205	Arts and Ideas	3

Music Performance Track (19-21 Hours)

Students are accepted into this Track by audition only.

Required Courses		Hours
MUCT 413	Analysis of Music Form	3
MUPF 279	Service Playing (Organ) OR	
MUPF 289	Accompanying (Piano) OR	2
MUPF 227-228	Singers Diction (Voice)	

Required Courses cont.		Hours
MUPF 189	Concentration	8
MUPF 389	Concentration	8

Cognate Requirement (Voice Concentration)
Foreign Language through the Intermediate Level

A student must complete all general education requirements of the University. The language recommended is either French or German.

Sample Freshman Year Sequence
B.S. Music

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MUCT 111	Music Theory I	3	MUCT 112	Music Theory II	3
MUCT 121	Aural Theory I	1	MUCT 122	Aural Theory II	1
MUPF 189	Applied Concentration—Instrument/Voice	1-2	MUPF 189	Applied Concentration—Instrument/Voice	1-2
	Music Ensemble	1		Music Ensemble	1
	Area G-3, Recreation	1		Area A-2, Mathematics	0-3
	Area B, Religion	3	MUHL 115	Listening to Music and/or Elective	3-6
	Minor or Elective	2			
		15-16			15-16

Minor—Music (18 Hours)

Required Courses		Hours
MUCT 111-112	Music Theory I and II	6
MUHL 115	Listening to Music	3
MUPF 189	Concentration	2
MUPF 477	Instrumental OR	3
MUPF 478	Choral Conducting Techniques	
	Upper Division Electives	3
	Music Elective	1

CHURCH MUSIC

MUCH 215. Music in the Christian Church (D-3) **2 hours**
An historical and philosophical survey of music in the Christian Church with particular emphasis on hymnology. (Winter)

MUCH 315. Church Music Materials and Administration **3 hours**
The study of worship philosophies, denominational political hierarchies, liturgies, ensemble organization, appropriate music literature for performance and administrative procedures. Students are required to prepare service music for services of various denominations.

MUSIC THEORY

MUCT 100. Introduction to Music Theory **2 hours**
A study of the rudiments and basic vocabulary of music theory. Does not apply toward a music major or minor. This is a computer assisted course. (Winter, Summer)

MUCT 111-112. Music Theory I and II **3,3 hours**
Prerequisite: MUCT 100 or examination.
A study of the elements which render music of all periods aurally and visually comprehensible, within simple forms and a variety of textures from one to four voices. Music Theory I may not be repeated more than once.

MUCT 121-122. Aural Theory I and II **1,1 hours**
A laboratory for the development of keyboard and sight-singing skills related to the materials introduced in MUCT 111-112. Music majors must take this concurrently with MUCT 111-112. This is a computer assisted course.

MUCT 211-212. Music Theory III and IV **3,3 hours**
Prerequisites: MUCT 111-112.
An expanded and intensified study of the structure of music as begun in MUCT 111-112. In MUCT 212, contemporary music is emphasized.

MUCT 221-222. Aural Theory III and IV **1,1 hours**
Keyboard and sight-singing applications of materials studied in MUCT 211-212. Music majors must take this concurrently with MUCT 211-212. This is a computer assisted course.

MUCT 313. Orchestration and Arranging **3 hours**
Prerequisites: MUCT 111-112.
The ranges, capabilities and limitations, and transpositions of orchestra and band instruments. Idiomatic scoring of short works for vocal and instrumental chamber groups, small orchestra, and band. Performance of exercises and analysis of scores is emphasized. (Winter, even numbered years)

MUCT 413. Analysis of Music Form **3 hours**
Prerequisites: MUCT 211-212 or permission of instructor.
An analytical study of musical structure from the smallest units of form to the more complex music of all historical periods. (Fall, odd numbered years)

MUCT 295/495. Directed Study **1-3 hours**
Individual study open to music majors and other qualified students. Content to be arranged. Approval must be secured from the School Dean prior to registration. May be repeated up to a total of three hours. (Fall, Winter, Summer)

MUSIC EDUCATION

MUED 136. String Methods and Techniques **3 hours**
A course in learning how to play and teach the various stringed instruments. Two (2) hours of class each week will be spent in learning to produce a characteristic tone, proper bowings and when to use them, and to perform at a reasonable level in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.

MUED 146. Brass Methods and Techniques **3 hours**
A course in learning how to play and teach the various brass instruments. Two (2) hours of class each week will be spent in developing proper tone production, embouchure, fingerings, and performance techniques in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.

MUED 156. Woodwind Methods and Techniques **3 hours**
A course in learning how to play and teach the various percussion instruments. Two (2) hours of class each week will be spent in developing proper tone production, embouchure, fingerings, and performance techniques in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.

MUED 166. Percussion Methods and Techniques **3 hours**
A course in learning how to play and teach the various percussion instruments. Two (2) hours of class each week will be spent in developing proper performance technique in order to adequately demonstrate proper playing technique as an instructor. One (1) hour per week will be spent on ability appropriate methods, materials, repertoire, minor repair and upkeep, for use in classroom and private instruction. Observation of classroom and private instruction required.

MUED 231. Music and Movement: A Sequential Approach **2 hours**
Prerequisite: MUCT 100 or MUHL 115 or Approval of Instructor.
A survey of the structure of music including music fundamentals, movement to music, performance skills, listening skills, and the integration of music into life activities.

MUED 250. Technology in Music Education **2 hours**
A course designed to help music students develop skills in the use of computers in music education. Students will become proficient in the use of MIDI, and of music notation and sequencing programs. They will sample and learn to use computer programs in the music department and teaching administration and in the teaching of music theory, appreciation, performance, literature, history, and ear training in grades K-12.

MUED 316. Piano Pedagogy **2 hours**
Prerequisite: Two hours of MUPF 189 or equivalent.
Methods, materials, and procedures for private and class piano instruction; planning a complete program for pupils on various grade levels including technic, repertoire, and musicianship. Observation and teaching are required. (Fall, odd numbered years)

MUED 317. Voice Pedagogy **2 hours**
Prerequisite: Two hours of MUPF 189 or equivalent and permission of instructor.
Methods, materials, and procedures for private and class voice instruction; testing and classification of voices; physiological and psychological problems of voice production and diction. Observation and teaching are required. (Winter, odd numbered years)

MUED 318. Organ Pedagogy **2 hours**
Prerequisite: Two hours of MUPF 189 or equivalent.
Methods, materials, and procedures for instruction in organ; accompaniment of church services; registration of organ literature on various types of organs. Observation and teaching are required. (Fall, even numbered years)

MUED 439. Pre-Student Teaching Seminar **1 hour**
Prerequisite: Admission to Teacher Education.
A seminar in which the student is oriented to student teaching, including curriculum, lesson planning, professional relationships, and other matters related to student teaching. (Winter)

MUSIC HISTORY

MUHL 115. Listening to Music (D-3) **3 hours**
A course designed to acquaint the student with the major composers, musical styles, and forms of Western music. Two listening periods per week are required.

MUHL 320. Chant to Chanson, 600 to 1450 (D-3) (W) **2 hours**
Prerequisite: MUHL 115, MUCT 111-112, or permission of instructor.
The development of musical style, beginning with plainsong and its notation, and continuing with the growth of polyphony and the appearance of secular forms. Special emphasis will be given to the evaluation of modern editions of music, particularly of the Ars Nova, and to investigation of problems in performance practice. (Fall, odd years)

MUHL 321. Frottola to Fugue, 1450-1700 (D-3) (W) **2 hours**
Prerequisite: MUHL 115, MUCT 111-112, or permission of instructor.
National styles of composition throughout the Renaissance and the emergence of new ideas, particularly the monodic revolution and its resulting new form, opera. The development of the theory of common practice and the major changes in notational methods, as well as a survey of evolution of musical instruments during this period. (Winter, even years)

MUHL 322. Suite to Symphonic Poem, 1700-1900 (D-3) (W) **2 hours**
Prerequisite: MUHL 115, MUCT 111-112, or permission of instructor.
The centrality of sonata form as the basis of chamber and orchestral literature; the appearance of significant small forms (as the lied and the piano piece); the analysis of representative works from all major schools. (Fall, even years)

MUHL 323. Diverse Musical Systems, 1900-present (D-3) (W) **2 hours**
Prerequisite: MUHL 115, MUCT 111-112, or permission of instructor.
A study of systems replacing tonality, including aleatoric and dodecaphonic to minimalistic; broadening of musical bases, such as the influence of folk music and non-Western theories. Projects suitable for this semester might include studies of women in music, American music, or minorities. (Winter, odd years)

MUHL 465. Topics in Music **1-3 hours**
Selected topics in music presented in a classroom setting. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.

APPLIED MUSIC

**Criteria for Music Performance Concentration Evaluation and Music Performance Secondary Evaluation is found under Assessment on pages 175 and 176.*

MUPF 108. Group Instruction (G-1) **1-2 hours**
Beginning voice and beginning piano only. A minimum of four hours of practice and/or listening outside of class is required.

MUPF 129. Secondary (G-1) **1-2 hours**
Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. (Fall, Winter, Summer)

MUPF 189. Concentration (G-1) **1-2 hours**
Prerequisite: Performance examination for freshman standing.
Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. Private lessons for voice majors and minors include attendance at a weekly voice performance class. (Fall, Winter, Summer)

MUPF 227. Singers Diction (G-1) **1 hour**
A study of the pronunciation of English and Italian. (Fall, odd numbered years)

MUPF 228. Singers Diction (G-1) **1 hour**
A study of the pronunciation of German and French. (Winter, even numbered years).

MUPF 279. Service Playing (G-1) **1 hour**
Prerequisite: Two hours MUPF 189 (organ) or permission of instructor.
The development of skills requisite to playing both liturgical and non-liturgical services, including hymn playing, choral and solo accompanying, conducting from the console, improvisation and modulation, and selection of appropriate preludes, offertories, and postludes. Performance experience required.

MUPF 289. Accompanying (G-1) **1 hour**
Prerequisite: Two hours MUPF 189 (piano) or permission of instructor.
The development of skills requisite to accompanying solo, choral, congregational, and worship service performance. Performance experience required.

MUPF 329. Secondary (G-1) **1-2 hours**
Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. (Fall, Winter, Summer)

MUPF 389. Concentration (G-1) **1-2 hours**
Prerequisite: Four hours MUPF 189.
Private instruction in voice, piano, organ, or orchestral instrument. One-half hour lesson and a minimum four hours practice per week are required for each hour of credit granted. Private lessons for voice majors and minors include attendance at a weekly voice performance class. (Fall, Winter, Summer)

MUPF 477. Instrumental Conducting Techniques (G-1) **3 hours**
Prerequisite: MUCT 112 or permission of instructor.
Basic conducting techniques including beat patterns, cues, and expressive gestures, and instrumental problems. Experience in conducting instrumental ensembles is included. (Fall, odd numbered years)

MUPF 478. Choral Conducting Techniques (G-1) **3 hours**
Prerequisite: MUCT 112 or permission of instructor.
Basic conducting techniques including beat patterns, cues, and expressive gestures, and vocal problems. Experience in conducting choral ensembles is included. (Winter, even numbered years)

Courses MUPF 108, 129, and 329 are open to any student of the University as elective credit toward the B.A. or B.S. degree. The music major or minor may not apply these toward his applied music concentration. Students desiring to study organ must pass the Functional Piano Examination.

Courses MUPF 189 and 389 are courses primarily for the music major and minor, but they may be elected by anyone who passes the examination for freshman standing. Jury examinations are required with these course numbers.

The following performance areas may be studied: voice, piano, classical guitar, folk guitar, organ, violin, viola, cello, double bass, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone tuba, and percussion instruments.

CHORAL ENSEMBLES

Choral ensembles are open to all University students through audition. Each ensemble meets three periods per week and offers one hour credit each semester. Regular attendance at performances and rehearsals, including dress rehearsals, is required.

Ensembles for which academic credit is granted are organized and sponsored by the members of the music faculty.

MUPF 118/318. Chamber Choir (G-1) **1 hour**
A small mixed-voice choir which specializes in performing sacred music of the Renaissance, Baroque, and Romantic eras.

MUPF 148/348. Something Special (G-1) **1 hour**
A small mixed-voice choir which performs both sacred and secular music in many styles. The music is frequently choreographed.

MUPF 158/358. Die Meistersinger Male Chorus (G-1) **1 hour**
A male-voice choir which performs music of all styles and style periods.

MUPF 168/368. Southern Singers (G-1) **1 hour**
A large mixed-voice choir which performs music of all style periods.

MUPF 188/388. Vocal Ensemble Experience (G-1) **1 hour**
A course designed to provide credit for participants in major choral works, musical productions, and other school-sponsored vocal activities. This course does not fulfill the music ensemble requirement for music majors.

INSTRUMENTAL ENSEMBLES

Instrumental ensembles are open to all University students through audition. Each ensemble meets three periods per week and offers one hour credit each semester. Regular attendance at rehearsals is required.

Course numbers MUPF 178 and 378 do not fulfill the music ensemble participation requirement for music majors except those taking a keyboard concentration. Music majors other than those taking a keyboard concentration who wish Instrumental Ensemble Experience credit must be registered con-currently in Concert Band or Symphony Orchestra.

Ensembles for which academic credit is granted are organized and sponsored by members of the music faculty.

MUPF 128, 328. Concert Band (G-1) **1 hour**

MUPF 138, 338. Symphony Orchestra (G-1) **1 hour**

MUPF 178, 378. Instrumental Ensemble Experience (G-1) **1 hour**
A course designed to provide credit for chamber ensembles or, in the case of keyboard majors, significant accompanying experience.

(D-3) (G-1) (W) See pages 26-30 for explanation for general education requirements.

NONDEPARTMENTAL COURSES

COOP 265/465. Cooperative Education **1-6 hours**

This course allows students to receive credit for work experience. The assignments must be a specific program designed as an internship with an agreed upon description of the type of work, arrangements for supervision, and methods of evaluation. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255. One hour of credit requires a minimum of 40 work hours. A maximum of six credit hours of cooperative education may be applied to a major.

FDNT 125. Nutrition (F-3) **3 hours**

This class is administered by the School of Nursing.

A general education course introducing a student to the basic principles of human nutrition. Includes study of the nutrients and the requirements for different age groups and normal physiological conditions. Attention will be given to religious and sociological influences, taking particular note of the counsel of E. G. White.

HMNT 205. Arts and Ideas (D-3) **3 hours**

This class is administered by the History Department.

A cultural appreciation class tracing the historical evolution of intellectual movements in western civilization. Ideas from leaders in philosophy and the arts will be studied with appropriate works from music, art, and literature. Students may participate in activities involving specific art forms. Resource persons may assist as available. This course is also offered by the History Department as part of the European study tour program during selected summer sessions.

HMNT 150/350. International Travel **1 hour**

One credit hour is available to participants in college tours outside the United States. The trip must last seven days excluding travel to and from the tour location, and must include a minimum of 20 hours in museums, historical sites, concerts, drama, and sightseeing. Students will submit written summaries/reflections of their experiences. Credit for this course is not granted simultaneously with credit earned in other tour classes. A complete tuition waiver applies to this class, calculated according to the policy on page 255.

HMNT 451, 452. Honors Seminar **1,1 hour**

This class is administered by the History Department.

A study of great books in religion, philosophy, science and social science that have shaped western culture. Required of students in the Southern Scholars program during their junior or senior year. Open to other students with permission of department chair. A complete tuition waiver for this class applies to Southern Scholars students only, calculated according to the policy on page 255.

LIBR 325. Library Materials for Children **2 hours**

This class is administered by the School of Education and Psychology.

Presents to the student a knowledge of a wide variety of books and related materials for children, grades 1-8. Develops an appreciation for books and reading that can be enthusiastically transmitted to young readers through critical evaluation and selection of books and materials. Correlates the use of books and materials to the specific needs and interests of young readers.

LIBR 425. Library Materials for Young Adults and Adults **2 hours**

This class is administered by the English Department.

Gives emphasis to the variety of books and related materials for grades 9-12. Correlates critical evaluation and selection to the interests, use, and specific needs of the young adult as he develops his reading habits and skills. Develops an appreciation for books and readings that can dynamically involve both young adults and adults. (Winter)

NOND 099. Student Missions Orientation **0 hours [Noncredit]**

This class is administered by the University Chaplain.

A course designed to help students better understand cultural differences, interpersonal relationships, health care for others and themselves, social and monetary problems, personal qualifications for service, and relevant denominational policies for overseas service. The class is required by the General Conference of Seventh-day Adventist for those under appointment as student missionaries. The class is also a prerequisite for students participating in the North American Division Task Force Program. (Winter)

NOND 227-228. Christian Service I, II **6,6 hours**

This class is administered by the University Chaplain.

Prerequisite: NOND 099.

A two-semester sequence for elective credit only, designed for student participants in the North American Division Task Force and Student Mission Program. The credit is primarily field work characterized by Christian witnessing and other assignments. Other activities may be designated. Students may earn six credit hours by completing one semester or twelve credit hours by completing a full academic year. Periodic reports from the students and on-site supervisors may be required. A 90 percent tuition waiver applies to this class, according to the policy on page 255. The policy for tuition refunds applies. The date the college receives notification of withdrawal will be the official withdrawal date. May not be repeated for credit.

(D-3) (F-3) (G-3) See pages 26-30 for explanation of general education requirements.

School of Nursing

Dean: Phil Hunt
Collegedale Faculty: Carolyn Achata, Pam Ahlfeld, Desi Batson, David Gerstle, Lorella Howard, Constance Hunt, Barbara James, Dana Krause, Caroline McArthur, Laura Nyirady, MaryAnn Roberts, Yvonne Scarlett, Shirley Spears, Jean Springett, Judy Winters
Coordinator of Nursing Progression: Linda Marlowe
Bayonet Point Faculty: Nancy Haugen
Blake Faculty: Nancy Haugen

The nursing program at Southern Adventist University is a 2+2 program that leads to a baccalaureate degree in nursing with the option to exit at the associate degree level. The holders of an associate degree from a state approved program in nursing may progress into baccalaureate level nursing. Licensed diploma graduates and associate degree graduates from a non-NLN accredited program will be evaluated on an individual basis.

The curriculum in the lower division leads to an Associate of Science degree in nursing which may be completed in two academic years, plus summer courses. At this time the student is eligible to write state board examinations to become a registered nurse.

A well-equipped learning center and a skills laboratory are provided to assist students in learning experiences.

ASSOCIATE AND BACCALAUREATE PROGRAMS

The curriculum in the upper division provides the student an in-depth study in clinical nursing in addition to prescribed courses. Diploma graduates will be required to participate in validation procedures designed to evaluate their previous program of study.

A new class is accepted into the associate degree program in the fall semester of each year with a limited number of students due to available clinical facilities and teachers. Students may enter the baccalaureate program in the fall and winter semesters. The size of the class is not limited.

POLICIES

Students who are admitted to Nursing are considered adequately mature to realize the importance of accepting personal responsibility for their learning and professional behavior.

The School of Nursing Student Handbook contains the policies of the School. Each student contracts to abide by the regulations as outlined. The programs on the main campus and all extension campuses are governed by the same policies.

Transportation for clinical appointments is not provided for the students. Students will be expected to provide their own transportation or make arrangements to share this expense with fellow students in the same course.

Because regular tuition charges and fees cannot cover the total cost of nursing education, an additional "Nursing Education Fee" is charged each semester to help offset the costs (see Special Fees and Charges under Financial Policies section of this *Catalog*).

The Tennessee State Board of Nursing and other State Boards reserve the right to deny licensure in their states if the applicant has an unresolved felony on record in any state. The School of Nursing reserves the right to deny admission to or remove students from the nursing program who have records of misconduct, legal

or otherwise, that would jeopardize their professional performance.

The School of Nursing reserves the right to revise, add, or withdraw policies and/or courses as necessary to ensure a quality nursing program.

ACCREDITATION

The programs in nursing are fully accredited by the National League for Nursing Accrediting Commission (350 Hudson Street, New York, NY 10014, 1-800-669-9656, ext. 153). They are recognized by Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities, Florida State Board of Independent College and Universities, and approved by the Tennessee Board of Nursing.

ASSESSMENT

The School of Nursing has an ongoing assessment program. Each AS degree student is required to write standardized NLN examinations at specific intervals. Upon completion of the required nursing courses, a comprehensive nursing examination is given. The national NCLEX-RN licensure examination is written upon graduation. The Tennessee State Board of Nursing requires an annual pass rate of 86% for first time writers on the NCLEX-RN licensure examination in order for a school to be eligible for continued approval.

To help the B.S. graduates to evaluate their academic progress and to aid the school in evaluating teacher effectiveness, each student during the spring semester of their senior year will be required to:

1. Write a self-analysis
2. Complete an end-of-program survey
3. Complete an exit examination

PROGRAMS IN NURSING

Major—B.S. in Nursing (64 Hours)

(Includes 28 hours of A.S. level courses)

Required Courses		Hours
	A.S. Level Courses	28
NRSG 320	Medical/Surgical Nrsg	6
NRSG 325	Adv & Pathologic Prin of Human Physiology (W)	4
NRSG 326	Prof Concepts & Issues	2
NRSG 327	Nursing Assessment	4
NRSG 335	Community Health Nursing	6
NRSG 389	Pharmacology	3
NRSG 484	Current Trends in Nrsg Prac	3
NRSG 485	Management	3
NRSG 497	Nursing Research Methods (W)	3
	Electives	3

Required Cognates		Hours
BIOL 101-102	Anatomy & Physiology	8
BIOL 225	Microbiology	4
CHEM 111	Survey of Chemistry I	3
CHEM 112	Survey of Chemistry II	3
ENGL 101-102	College Composition	6
FDNT 125	Nutrition	3
PSYC 128	Developmental Psychology	3
RELT 373	Christian Ethics	3
SOCI 125	Introduction to Sociology	3
SOCI 349	Aging and Society (W)	3

Required General Education		Hours
MATH 215	Statistics (Required)	3
PEAC 225	Conditioning (Required)	1
	Area B, Religion	9

Required General Education, cont	Hours
Area C-1, History	3
Area C or D	3
Area D, Lang/Lit/F Arts	3

Major—A.S. Nursing (34 Hours)

Required Courses		Hours
NRSG 105	Foundations of Nursing	7
NRSG 208	Nursing Trends	1
NRSG 114	Medical Surg Nursing I	5
NRSG 115	Medical Surgical Nrsg II	5
NRSG 213	Nrsg of Childbearing Family	4
NRSG 217	Mental Health Nursing	4
NRSG 320	Medical Surgical NRSG III	8

Required Cognates		Hours
BIOL 101-102	Anatomy & Physiology	8
BIOL 225	Microbiology	4
FDNT 125	Nutrition	3
PSYC 128	Developmental Psychology	3
SOCI 125	Intro to Sociology	3

Required General Education		
BIOL 101,102, 225	Anatomy & Physiology Basic Microbiology	12
ENGL 101-102	College Composition	6
	Area A, Math (if needed)	3
	Area B, Religion	6
FDNT 125	Nutrition	3

Contact the School of Nursing for a suggested sequence of courses.

*Graduates of a state-approved associate degree nursing program will be considered to have met the general education requirements for the first two years of the program, with the exception of history/humanities and English. If Area C-1 or ENGL 101-102 courses were not included in the associate degree program, they must be taken in fulfillment of the Bachelor of Science degree general education requirements. A maximum of 72 semester hours will be accepted from a college where the highest degree offered is the associate degree.

ADMISSION REQUIREMENTS

The final decision on acceptance and continuation in nursing is made by the School of Nursing. Declaration as a nursing major is not the equivalent of acceptance to the School of Nursing. Minimum requirements for admission to nursing courses are listed below:

1. Acceptance to Southern Adventist University.
2. Having a diploma from a four-year accredited high school or the equivalent.
3. The applicant must show evidence of physical, mental, and moral fitness. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
4. Students whose native language is not English must achieve at least 550 on the Test of English as a Foreign Language (TOEFL).
5. Students will maintain a current health care professional CPR certificate throughout the nursing program.
6. Foreign student transcripts will be evaluated by World Education Services. The cost for this evaluation will be paid by the applicant. The number of credits accepted for transfer to Southern Adventist University may vary from those listed on the evaluation, in accordance with the policies of Southern Adventist University.
7. Prior to enrollment, students must provide evidence through a health verification form and all required tests, including immunizations, that they are in good health and free from communicable diseases. Because nursing involves the direct care of clients, it is strongly recommended that students receive the Hepatitis B vaccination series.
8. In compliance with the Americans with Disabilities Act, students must be, with reasonable accommodation, physically and mentally capable of performing the essential functions of the program. The Core Performance Standards for Admission and Progression developed by the Southern Council on Collegiate Education for Nursing include:
   a. Critical thinking ability sufficient for clinical judgment.
   b. Interpersonal abilities sufficient to interact with individuals, families, and groups.

c. Communication abilities sufficient for interaction with others in verbal and written form.
d. Physical abilities sufficient to move from room to room and maneuver in small spaces.
e. Gross and fine motor abilities sufficient to provide safe and effective nursing care.
f. Auditory abilities sufficient to monitor and assess health needs.
g. Visual abilities sufficient for observation and assessment necessary in nursing care.
h. Tactile ability sufficient for physical assessment.

Associate Degree

1. High school grade point average of 2.50 minimum (on a 4.00 scale) on solids (math, science, English, history, foreign language).
2. Two semesters of high school chemistry with a minimum grade of "C" or CHEM 111 with a minimum grade of "C."
3. Minimum ACT standard enhanced score of 16 in Math, 20 in Reading, and 19 in English and composite.
4. If the high school GPA or the Enhanced ACT scores are below the minimum requirement, it will be necessary for the student to take a minimum of 12 semester college hours for **two** semesters maintaining a grade point average of at least 2.70 on a 4.00 scale in required courses leading to nursing (including three hours each of English and math).
5. Science credits (Anatomy & Physiology, Chemistry, Microbiology, Nutrition) earned more than eight years prior to admission will not be accepted. Applicants may choose to validate knowledge by examination or by repeating the course.
6. Students with previous college work must have a minimum current and cumulative grade point average of 2.70 on a 4.00 scale in nursing cognate and solid courses (math, science, English, history, foreign language) before being considered for clinical nursing courses.
7. ACT scores are required of all nursing students.
8. Transfer students from another nursing program will be evaluated individually and accepted on a space available basis.
9. A student who has successfully completed a practical nurse program and NRSG 103, Associate Nurse Perspectives, may receive seven (7) credit hours of advanced placement in nursing and will articulate directly into the second semester of nursing. The student becomes a part of the generic associate degree program after articulating into the second semester of nursing.
10. ACT-PEP examinations in Anatomy and Physiology (8 credits) and microbiology (4 credits) will be accepted as an alternative method of college credit for LPNs if these credits are already on the transcript when applying to the nursing program.

The following should be sent by March 1 to the University Director of Admissions: (1) application to the University (2) application to the School of Nursing (3) high school and college transcripts (4) ACT scores. It is the applicant's responsibility to see that all application materials are received by the School of Nursing prior to the deadline.

Students accepted to clinical nursing are required to send an advance payment of $300 to hold their place in the class. This payment also serves as the first semester's Nursing Education Fee and is in addition to any other payment.

Baccalaureate Degree

Students wishing to enter the baccalaureate level nursing courses must send an application to the School's Coordinator of Admissions. **Upon acceptance to upper division nursing, courses currently listed in the catalog will be required of all students.**

Minimum requirements for admission to baccalaureate nursing are as follows:

1. A student **must** hold a license to practice professional nursing prior to registering for baccalaureate level clinical courses.
2. Minimum grade point average of 2.50 for associate degree level in nursing with no grade below a "C."
3. Minimum cumulative grade point average of 2.50 with no grade below "C" for lower division cognate courses.
4. For the baccalaureate one-year curriculum track: minimum grade point average of 2.70 for nursing and courses leading to the B.S. degree and holds a license to practice professional nursing.
5. Experience:
   A. Applicant who has graduated within five years prior to application:
      1. Satisfactory clinical performance and character references are required from basic nursing program.
      2. Satisfactory work performance and character references are required from employer(s). Students who have graduated within the previous 12 months will be exempt from work requirement.
   B. Applicant who has graduated more than five years prior to application:
      1. Minimum of one year satisfactory work experience in nursing for each five years since graduation and one year must be in the last five years.
      2. Satisfactory work performance and character references are required from employer(s).
6. Nursing Credits:
   Graduates of NLN accredited AA/AS and Diploma Nursing Programs:
   When entering the baccalaureate nursing program, a transfer student will have placed in escrow 28 credits of associate degree level nursing and 6 credits of upper division nursing (NRSG 320). After successfully completing 10 semester hours of baccalaureate level nursing at Southern Adventist University, these credits in escrow will be placed on the transcript as accepted credits toward a B.S. degree with a major in nursing.

   Graduates of non-NLN accredited AA/AS and Diploma programs:
   Prior to registering for baccalaureate level nursing courses, the student must take the Nursing Mobility II examination. This policy applies to **ALL Diploma** graduates after 1999.
   Students are responsible for the cost of taking the examination(s) and the fee charged by the University for recording advanced credit on the transcript.
7. General Education and Cognates:
   ACT-PEP examinations in Anatomy and Physiology (8 credits) and microbiology (4 credits) will be accepted as an alternative method of university credit for RNs if these credits are already on the transcript when applying to the nursing program.

A. Associate Degree
Graduates of a state approved associate degree program will be considered to have met general education requirements for the first two years of the program with the exception of History/Humanities and English provided that criterion #2 has been met. If Area C-1 or ENGL 101, 102 courses were no included in the Associate Degree program, they must be taken in fulfillment of the Bachelor of Science degree general education requirements.

B. Diploma Graduate
1. Credit is acceptable for courses comparable to those required at Southern Adventist University if received from an accredited senior or junior college or by examination according to the policy state in this *Catalog.*
2. All cognates for the first two years must be completed before entering junior nursing courses. General education requirements may be taken concurrently.

C. CHEM 111 must be completed before entering junior level nursing courses.

PROGRESSION REQUIREMENTS

Associate Degree

1. A grade of at least "C" (2.00) is required in each nursing course for progression and/or graduation.
2. A grade of at least "C" is required in each nursing cognate w th a minimum cumulative grade point average of at least 2.50 on a 4.00 scale in the cognates for progression in nursing. Cognate courses are BIOL 101, 102; FDNT 125; PSYC 128; BIOL 225; SOCI 125.
3. No more than two courses may be repeated. Only <u>one</u> may be a nursing course. Repeats may be in the following combinations: one nursing course and one cognate course, or two cognate courses.
4. Students who do not complete a semester or progress with their class, cannot be assured placement in their choice of a subsequent course.
5. A cumulative grade point average of at least 2.50 is required in both nursing and cognates for graduation. Only one nursing or cognate course may be repeated to bring GPA to the required level.
6. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work and/or delay in progression in the program will be required if the required performance level is not achieved.
7. Any remedial contracts must be fulfilled prior to progression or graduation (see Nursing Student Handbook).
8. Any cognate course taken off campus during the time the student is enrolled at Southern Adventist University (school year or summer) must be approved by the Dean of the School of Nursing.

Baccalaureate Degree

1. A grade of at least "C" (2.00) is required in each nursing course for progression and/or graduation.
2. A grade of at least "C" is required in each nursing cognate with a minimum cumulative grade point average of at least 2.50 on a 4.00 scale in cognates for progression in nursing. Cognate courses are CHEM 111, 112, 114; RELT 373; SOCI 349.

3. A cumulative grade point average of at least 2.50 is required in both nursing and cognates for graduation.
4. No more than two courses may be repeated. Only one may be a nursing course. Repeats may be in the following combinations: one nursing class and one cognate course, or two cognate courses.
5. Any cognate course taken off campus during the time the student is enrolled at Southern Adventist University (school year or summer) must be approved by the Dean of the School of Nursing.

Readmission

1. Acceptance to Southern Adventist University.
2. Submit a nursing reapplication form to the School of Nursing at least one semester prior to re-entering the program.
3. A cumulative grade point average of 2.50 on a 4.00 scale is required for readmission to the nursing program.
4. Meet specified requirements as set forth by the school relating to the individual applicant.
5. A personal interview with a designated nursing faculty member.
6. A student in the Associate Degree program **must** wait one semester/ summer before repeating a failed nursing course.
7. If a lapse of time greater than two years occurs in a student's program of study, prior nursing credits will not be accepted unless an applicant can validate nursing knowledge through written examination and clinical performance (for associate degree only).

NURSING

NRSG 103. Associate Nurse Perspectives **1 hour**

Prerequisite: Successful completion of the following: an approved LPN program; Nursing Mobility Profile I Examination; examination over basic skills common to all areas of nursing.

This course is designed to supplement and prepare the Licensed Practical Nurse for advanced placement and career mobility.

NRSG 105. Foundations of Nursing **7 hours**

Prerequisites: Chemistry (high school or equivalent), BIOL 101.

Corequisites: FDNT 125; BIOL 102; PSYC 128.

This course is an introduction to the physical, psycho social, spiritual and developmental aspects of health care. The student develops an understanding and utilization of the nursing process, and acquires basic nursing skills common to all areas of nursing. Four and three-fourths theory, two and one-fourth hours clinical. (Fall)

NRSG 114. Medical-Surgical Nursing I **5 hours**

Prerequisites: BIOL 102; FDNT 125; PSYC 128; NRSG 105.

This course provides students with the theory and practice of nursing which include selected basic needs of individuals (across the life span) at various points on the wellness-illness continuum. This includes focusing on those with selected medical-surgical problems. The nursing process is utilized to promote physical, psycho social, and spiritual health, intervene in illness, and assist in rehabilitation. Two and three-fourths hours theory, two and one-fourth hours clinical. (Winter)

NRSG 115. Medical-Surgical Nursing II **5 hours**

Prerequisites: BIOL 102; NRSG 114.

This course provides students with the theory and practice of nursing continuing with individuals (across the life span) needs at various points on the wellness-illness continuum. This includes focusing on the nursing process as applied to individuals experiencing select medical/surgical interferences of increased complexity; promoting physical, psycho social, and spiritual health; intervening in illness; and assisting in rehabilitation. Two and three-fourths hours theory, two and one-fourth hours clinical. (Winter)

NRSG 208. Nursing Trends **1 hour**

Prerequisites: NRSG 105, 114, 115.

An introduction to the profession nursing, including an overview of nursing history, nursing organizations, education, legal and ethical issues, and opportunities of the profession. It will provide an understanding of the associate nursing role, familiarize the student with philosophy of spiritual care, and give an orientation to the program and its philosophy and organizing structure.

NRSG 213. Nursing of the Childbearing Family **4 hours**

Prerequisites: PSYC 128; NRSG 115; ***Corequisiste:*** NRSG 108.

This course provides nursing students with theory and practice in the care of child-bearing families. This includes promoting physical, psycho social, spiritual, and developmental health of expectant mothers and their infants before, during and immediately following delivery, utilizing the nursing process. Two and one-half hours theory, one and one-half hours clinical. Course includes a speech component.

NRSG 217. Mental Health Nursing **4 hours**

Prerequisites: NRSG 115; PSYC 128; ***Corequisite:*** NRSG 108

This course provides students with the opportunity to utilize the nursing process in intervening with clients throughout the life span with emphasis on specific psycho social needs at different points on the wellness-illness continuum. Two and one-half hours theory, one and one-half hour clinical.

NRSG 230. Principles and Practice for Health Care Providers **3-4 hours**

Prerequisite: CPR Certification (Heart Saver)

This course provides the student with an introduction to the roles of various health professionals in the health care delivery systems. The student develops an understanding of fundamental concepts and acquires basic care provider skills necessary for providing physical, psychosocial and spiritual care for clients in long term care and acute care settings. The student may opt for three credit hours (classroom theory and laboratory skills practice) or four credit hours (eligible to take the Certified Nurse Assistant [CNA] examination). (Winter)

NRSG 255. Perioperative Nursing **3 hours**

Prerequisites: BIOL 101-102, 225; NRSG 108, 115.

An introduction to perioperative nursing. The course provides opportunity for applying theory and knowledge of basic sciences to practice; thus, enabling the nurse to care effectively for the client before, during, and after surgical intervention. (Theory 2 hours, Clinical 1 hour) (Winter).

NRSG 265. Topics in Women's Issues (F-3) **3 hours**

A study of current topics affecting women's general health. The content will focus on physical, psycho social, and spiritual issues. (Winter)

NRSG 310. Parish Nursing **3 hours**

Prerequisites: NRSG 335.

A course designed to provide opportunity for the nurse to use independent judgement in developing a health ministry in local church communities. Course content and skills are designed to prepare the nurse to perform in the roles of educator, consultant, and counselor on health-related issues for church members and staff. A variety of experiences will be chosen from clinical settings such as hospices, hospital chaplaincies, and church organizations. Two hours theory, one hour clinical. (Offered alternate years)

NRSG 320. Medical-Surgical Nursing III **6-8 hours**

Prerequisite: NRSG 115.

This course provides students with theory and practice of utilizing the nursing process in dealing with complex needs related to physical, psycho social, spiritual, and developmental aspects of individuals (across the life span) who have acute medical-surgical interferences. The student is introduced to leadership concepts. Four hours theory, four hours clinical.

NRSG 321. Mission Nursing **3 hours**

Prerequisites: NRSG 213, 320; BIOL 225.

This course introduces the nursing student to principles and practices of health care in developing and third world countries. Concepts of basic health education, use of natural remedies, prevention of diseases throughout the life-cycle are emphasized. A field trip (at student expense) to a developing country in the western hemisphere is optional. Limited enrollment. (Winter)

NRSG 325. Advanced and Pathologic Principles of Human Physiology (W) **4 hours**

Prerequisite: NRSG 320, BIOL 225; ***Pre- or corequisite:*** CHEM 112.

This course assists the student to integrate principles of physiology with clinical practice, to correlate physical manifestations with pathologic interferences, and to move toward more independent predictive care of clients. Four hours theory.

NRSG 326. Professional Concepts and Issues **2 hours**

Prerequisite: NRSG 320.

A course designed to assist the registered nurse student in the transition of learning from an associate degree or diploma program to the baccalaureate approach to nursing. Focus will be on the development and presentation of concepts and current issues related to professional nursing. To meet the objectives of the course, a field trip may be required. Course includes a speech component. (Fall)

NRSG 327. Nursing Assessment **4 hours**

Prerequisite: NRSG 320, RN License; ***Pre- or corequisite:*** NRSG 326.

This course provides opportunities for creativity in the utilization of the expanding role of the clinical practitioner and enables the student to develop advanced skills in utilizing the nursing process through history taking, physical examination, health planning, and counseling of the patient/client. Three hours theory, one hour clinical. Two all-day clinical experiences are required. (Fall)

NRSG 335. Community Health Nursing **6 hours**

Prerequisites: RN License; MATH 215 (desirable); ***Pre- or corequisite:*** NRSG 326, 327.

A course which focuses upon the application of the nursing process in assessment of health needs of individuals, families, and communities. An epidemiological focus is utilized in diagnosis of aggregate health needs, with emphasis on primary, secondary, and tertiary levels of prevention. Clinical applications in various community agencies are utilized, as well as a family case study and aggregate project and paper. Three hours theory, three hours clinical. Course includes a speech component.

NRSG 346. Community Health Nursing **3 hours**
Prerequisites: RN License; MATH 215 (desirable); ***Pre- or corequisite:*** NRSG 326, 327.
A course which includes concepts of community health, with emphasis on community assessment and working with groups. One and one-half hours theory, one and one-half hours clinical. (Florida Campuses only)

NRSG 347. Community Health Nursing **3 hours**
Prerequisites: NRSG 346, RN License; MATH 215 (desirable).
A course which includes concepts and practice of the nursing process with emphasis on moving individuals, families and communities toward their optimal levels of functioning on the wellness-illness continuum. This course combines community and mental health concepts. One and one-half hours theory, one and one-half hours clinical. Course includes a speech component. (Florida Campuses only)

NRSG 389. Pharmacology **3 hours**
Prerequisites: CHEM 111-112; NRSG 115.
Study of pharmacologic concepts. Focus will include major classifications, pharmacokinetics, pharmacodynamics, drug interactions, and nursing consideration.

NRSG 465. Topics in Nursing **1-3 hours**
Selected topics designed to meet the needs or interests of students in specialty areas of Nursing not covered in regular courses. This course may be repeated for credit.

NRSG 484. Current Trends in Nursing Practice **3 hours**
Prerequisites: NRSG 326, RN License.
This course provides opportunity for the student to apply theory from previous baccalaureate nursing courses such as Nursing Assessment, Pharmacology, and Pathophysiology to clinical practice in general medical-surgical nursing and areas of special interest. Lecture content provides updates in major areas of nursing practice. One and one-half hours theory, one and one-half hours clinical. (Winter, Summer)

NRSG 485. Management **3 hours**
Prerequisites: NRSG 326, 327, RN license; ***Pre- or corequisites:*** NRSG 325, 389.
This course provides the opportunity for the student to use critical decision-making in developing management skills. This is accomplished primarily through the leadership, models, management and administrative experiences in selected clinical settings. Two hours theory, one hour clinical. In order to meet the objectives of the course, a field trip may be required.

NRSG 295/495. Directed Study **1-3 hours**
Prerequisite: Approval of school dean.
Individual study in an area of choice shall be worked out with the school prior to registration. Either upper or lower division credit may be earned. The area of directed study will appear on the transcript. No more than six hours directed study may be applied toward a degree.

NRSG 497. Nursing Research Methods (W) **3 hours**
Prerequisites: MATH 215; ENGL 102.
Scientific methods of inquiry are applied to nursing problems including framework for practice, principles of data treatment, and analysis. The student plans a research proposal. The course is designed to give the student the concepts, methods, and tools for being an intelligent consumer of research and critical evaluation. Three hours theory.

(F-3) (W) See pages 26-30 for explanation of general education requirements.

EXTENSION CAMPUSES

Major—B.S. with a major in Nursing

A part-time program is offered in Bradenton and Bayonet Point, FL. Admission and progression requirements are the same as those on the main campus. All diplomas and official transcripts are issued from the parent campus. For information contact:

1. **Nancy Haugen, MSN, RN, Coordinator**
   Florida West Coast Campuses
   P.O. Box 1438
   Zephyrhills, FL 33539
   (813) 782-6157

   Southern Adventist University—Columbia/Blake Campus
   (941) 792-6611 ext. 2138

   Southern Adventist University—Columbia/Bayonet Point Campus
   (813) 863-2441 ext. 5803

2. **Linda Marlowe, Admission Coordinator for all campuses**
   Southern Adventist University
   School of Nursing
   P.O. Box 370
   Collegedale, TN 37315-0370
   (423) 238-2941

PHYSICS

Chair: Ken Caviness
Faculty: Chris Hansen, Ray Hefferlin, Henry Kuhlman
Adjunct Faculty: Cyril Roe

Many doors of service await students who study physics. Southern Adventist University physics major graduates have become academy and high school teachers, and professors and researchers in physics, in America and overseas. Also, one or more of them has served as aerospace researcher for the Apollo project, anesthetist, chemical researcher, computer systems manager, computer net-work manager at large factory, corporation pilot, dentist, family-practice medical doctor, full-time homemaker, geologist, historian of science, instructor for fossil-fuel power-plant operators, instructor for nuclear-reactor operators, lawyer, mathematician, nuclear-plant walk-down engineer, oceanographer, oil-drilling engineer, planner for Space Station Freedom, radiologist, reliability designer for long-distance telephone systems, radio station engineer, and researcher in educational statistics.

ASSESSMENT

To help the graduates in Physics evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required to:

1. Take the physics portion of the GRE. A score above the 35th percentile is necessary for recommendation for graduate study.
2. Take PHYS 480 and do original research as a prerequisite.

Alumni are surveyed and studies are prepared comparing GRE results, careers, and graduate-study success. Information gained from the assessments and studies is used to evaluate departmental programs.

PROGRAMS IN PHYSICS

Major—B.A. Physics (30 Hours)

Required Courses		Hours
PHYS 155	Descript Astronomy: Creation & Cosmology	3
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
PHYS 310	Modern Physics	3
PHYS 215,216	General Physics Cal Appli	2
PHYS 412	Quantum Mechanics	3
PHYS 480*	Scientific Writing (W)	1
	Physics Electives	10

Strongly Recommended Electives		Hours
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Spreadsheets	1
CPTE 107	Intro to Database	1
PHYS 400	Physics Portfolio	1
TECH 174	General Metals	3

*Satisfies the writing and speech components of the major.

Sample Freshman Year Sequence
B.A. Physics

1st Semester		Hours	2nd Semester		Hours
CPTE 106	Intro to Spreadsheets	1	CPTE 105	Intro to Word Processing	1
CPTE 107	Intro to Data Base	1	ENGL 102	College Composition	3
ENGL 101	College Composition	3	MATH 121	Precalculus Trigonometry	2
MATH 120	Precalculus Algebra	3	PHYS 137	Intro to Physics	3
PHYS 155	Descriptive Astronomy	3		Area B, Religion	3
	Area C-1, History	3		Area F-2, Fam Sci OR Area F-3, Hlth Science	2
		14			14

Major—B.S. Physics (40 Hours)

Required Courses		Hours
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
PHYS 215,216	General Physics Cal Appli	2
PHYS 310	Modern Physics	3
PHYS 412	Quantum Mechanics	3
PHYS 413	Analytic Mechanics	3
PHYS 414-415	Electrodynamics	6
PHYS 418-419	Advanced Quantum Mechanics	6
PHYS 295/495	Directed Study OR	1-3
PHYS 297/497	Undergrad Research	1-2
PHYS 480*	Scientific Writing (W)	1
	Physics Electives	5-7

Strongly Recommended Electives		Hours
CPTR 425	Computer Graphics	3
TECH 174	General Metals	3

*PHYS 480 satisfies the writing and speech components of the major.

Note: Computers are used routinely in all of these courses.

Students are expected to become student members of the American Physical Society and to purchase a book of mathematical tables or a computer-based mathematics resource.

Sample Freshman Year Sequence
B.S. Physics

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	ENGL 102	College Composition	3
MATH 181	Calculus I	3	MATH 182	Calculus II	4
PHYS 211	General Physics	3	MATH 216	Set Theory & Logic	2
PHYS 213	General Physics Lab	1	PHYS 212	General Physics	3
	Area B, Religion	3	PHYS 214	General Physics Lab	1
	Area C-1, History	3	PHYS 215	Gen Phys Calculus Apps	1
		16	PHYS 216	Gen Phys Calculus Apps	1
					15

Minor—Physics (18 Hours)

Required Courses		Hours
	Physics Electives	12
	Upper Div Physics Courses	6

Major—B.A. Physics, Teacher Certification, 7-12

Secondary certification in Physics requires a baccalaureate degree and completion of professional education courses (page 112) for licensure. Students preparing for secondary teacher certification must also take BIOL 103; CHEM 111-112; ERSC 105; and RELT 317 or 318 or 424. See explanations in the School of Education and Psychology.

The student must apply to the School of Education and Psychology for admission to the Teacher Education Program before the end of the sophomore year. At the end of the junior year application must be made to do student teaching.

Required Courses		Hours
PHYS 155	Descriptive Astronomy	3
PHYS 211-212	General Physics	6
PHYS 213-214	General Physics Lab	2
PHYS 215,216	Gen Physics Calculus Appli	2
PHYS 310	Modern Physics	3
PHYS 400	Physics Portfolio	1
PHYS 412	Quantum Mechanics	3
PHYS 480	Scientific Writing (W)	1
	Physics Electives	9

Required Cognates		Hours
CHEM 111-112	Survey of Chemistry	6
ERSC 105	Earth Science	3
BIOL 103	Principles of Biology	3
Select One of the following:		
PHYS 317	Issues in Phy Sci/Religion I	3
PHYS 318	Issues in Phy Sci/Religion II	3
BIOL 424	Issues of Nat Sci & Religion	3

PHYSICS

PHYS 137. Introduction to Physics (E-3) **3 hours**

A general education course stressing the methods of physics, the application of physics and laboratory work which can be done with simple materials. Laboratories include the use of calculators and the computer to do arithmetic, the estimation of numerical quantities and errors, and the construction of apparatus with which to make reservations. Satisfies the requirements for some Allied Health fields at some schools; does not apply to a major or minor in physics. Two hours lecture, three hours laboratory each week.

PHYS 138. Introduction to Physics Applications (E-3) **1 hour**

Prerequisites: Concurrent enrollment in PHYS 137 or previous enrollment and permission of instructor.

Additional theory and practice at the level of PHYS 137, oriented toward applications in the Health sciences. Meets once a week.

PHYS 155. Descriptive Astronomy: Creation and Cosmology (E-3) **3 hours**

Constellations and eclipses, astronomical instruments, time and the date line and calendars, astronomical objects with their motions and distances, energy processes in stars and quasars and pulsars, black holes, the infinity (?) and expansion (?) of the universe. Cosmology, the formation and subsequent histories of the solar system and the earth, radioactive dating, life on other worlds, as seen from observational and Biblical perspectives. Three hours lecture each week, with optional opportunities for an observation period.

PHYS 211-212. General Physics (E-3) **3,3 hours**

Prerequisites: MATH 120, 121.

The algebraic and trigonometric treatment of mechanics, heat, sound, light, electricity and magnetism, and "modern physics." Applies toward the basic science requirement as a non-laboratory science if taken alone and as a laboratory science if taken with PHYS 213-214. (Fall, Winter)

PHYS 213-214. General Physics Laboratory (E-3) **1,1 hours**

Prerequisite: Previous or concurrent enrollment in PHYS 211-212.

Laboratory experience designed to illustrate the material in lectures, to familiarize the student with useful measuring apparatus, and to encourage a systematic development of scientific curiosity, caution, and method. (Fall, Winter)

PHYS 215, 216. General Physics Calculus Applications **1,1 hours**
Prerequisites: MATH 181; previous or concurrent enrollment in PHYS 211-212.
Derivations and problems in General Physics using differential and integral calculus will be studied. Students completing PHYS 211-212 and PHYS 215, 216 will have taken the equivalent of General Physics with calculus. Two class periods per week. (Winter)

PHYS 310. Modern Physics **3 hours**
Prerequisites: PHYS 211-212; MATH 181, 182.
The origins of modern physics, quantum theory, the theory of relativity, nuclear physics. Three hours lecture each week. Laboratory experience is available in PHYS 325. (Fall)

PHYS 313. Physical Optics **3 hours**
Prerequisites: PHYS 211-212, 310; MATH 182.
Refraction, reflection, interference, and absorption of light are discussed from the standpoint of the ray and especially of the wave theories of light. Laboratory experience is available in PHYS 325. (Winter, even years)

PHYS 315. Spectroscopy **3 hours**
Prerequisites: PHYS 211-212, 310; MATH 182.
Interpretation of spectral line and band wavelengths, profiles, and intensities in terms of stars' composition, temperature, pressure, motions. Design of laboratory experiments to obtain atomic and molecular constants. Systematics of atomic and molecular data. Laboratory experience is available in PHYS 497. (Fall, even years)

PHYS 316. Mathematics of Physics **3 hours**
Prerequisite: PHYS 213-214, 310; MATH 315.
See MATH 316 for course description.

PHYS 317. Issues in Physical Science and Religion I (E-3) **3 hours**
Prerequisite: One year of high school physics or chemistry or one semester of college physics or chemistry; junior standing and permission of instructor.
The extent to which mathematics and the physical sciences are true because they conform to the real world, or because they are derived from axioms, or because they conform to one's understanding of Scripture. Non-logical factors in the acceptance of scientific statements as authoritative. Application of the scientific method to technology-related problems of global significance. Does not apply toward a major or minor in Physics.

PHYS 318. Issues in Physical Science and Religion II (E-3) **3 hours**
Prerequisites: One year of high school physics or chemistry or one semester of college physics or chemistry; junior standing and permission of instructor.
The argument for the existence of God from design. The relationship of design to comprehensibility and to causality. Causality in the everyday world and on the subatomic scale. Miracles as associated with awe or with the unknown (by determinists), or with boundary conditions (as in solving problems mathematically), with any one of several aspects of physics, or with God's continual upholding of natural process. Does not apply toward a major or minor in Physics.

PHYS 325. Advanced Physics Laboratory I **1 hour**
Prerequisites: PHYS 213-214, 310.
Laboratory experiments pertinent to areas of physics except electricity and magnetism. Meets once per week.

PHYS 326. Advanced Physics Laboratory II **1 hour**
Prerequisites: PHYS 213-214, 310.
Laboratory experiments pertinent to electricity and magnetism. Meets once a week.

PHYS 400. Physics Portfolio **1 hour**

Each student majoring in Physics may compile a portfolio consisting of records of participation in professional activities as suggested by departmental faculty and as initiated by the student. Examples of activities include but are not limited to the following: attendance at club meetings, professional film showings, visiting-scientist seminar, and research review sessions, reading of journals and books, participation at professional meetings, preparation for graduate school and for employment, and lists of concepts or new ideas. The portfolio is reviewed upon the student's registration for this course during the senior year. The grade earned for this credit will depend upon the persistence of the student in participation during his/her stay at Southern Adventist University and during summers, and upon the breadth and depth of the entries. It also depends upon the student having his/her portfolio reviewed by the Department at the end of each preceding semester, and the extent to which the Department's suggestions on those occasions are implemented.

PHYS 411. Thermodynamics **3 hours**

Prerequisites: PHYS 213-214, 310; MATH 182.

A study of gases, kinetic theory, and quantum statistics. Emphasis is placed on being able to use thermodynamics data in the literature. Three hours of lecture each week. This class is not open to students who have taken CHEM 411. Laboratory experience is available in PHYS 497. (Fall, even years)

PHYS 412. Quantum Mechanics **3 hours**

Prerequisites: PHYS 215, 216, 310; MATH 315, or permission of instructor.

The limits to classical physics; wave packets, the Schroedinger equation, eigenfunctions and eigenvalues, one-dimensional potentials, the solution of the Schroedinger equation in spherical-polar coordinates for the hydrogen atom; electron spin and the Pauli requirement for antisymmetric wave functions, with applications to states of light atoms; variation techniques for small atoms and molecules, Hueckel and LCAO methods. This class is not open to students who have taken CHEM 412. (Winter, odd years)

PHYS 413. Analytic Mechanics **3 hours**

Prerequisites: PHYS 215, 216, 310; MATH 182, 218, 315 (MATH 316, 317, 318, 319, 411-412 desirable).

The motion of a particle in gravitational and other classical fields is attacked using the techniques of differential equations in the Newtonian, Lagrangian and Hamiltonian forms. Special functions, vector theorems, transforms, and tensors are introduced as needed. Laboratory experience is available in PHYS 325. (Fall, odd years)

PHYS 414-415. Electrodynamics **3,3 hours**

Prerequisites: PHYS 215, 216, 310; MATH 182, 218, 315, (316, 317, 318, 319, 411-412 desirable).

Analysis of electrical circuits, electrostatic and magnetostatic fields, and the motion of charges therein. Maxwell's equations and the consequent prediction of electro-magnetic waves. Applications to modern atomic and nuclear theory are stressed. Complex mapping, vector theorems, transforms, and special functions may be used. Laboratory experience is available in PHYS 326. (Fall, even years; Winter, odd years)

PHYS 418-419. Advanced Quantum Mechanics **3,3 hours**

Prerequisites: PHYS 215, 216, 310, 412; MATH 182, 218, 315, (316, 317, 318, 319, 411-412 desirable)

The structure of quantum mechanics; review of the Thomson, Bohr, and Fermi-Thomas models; operator methods; operators, matrices, and spin; time-independent perturbation theory; corrections to the hydrogen-atom treatment; other atoms and the periodic table; emission and absorption of radiation from atoms; collision theory; elementary particles and their symmetries; group dynamics approach to particle classification. (Fall, odd years; Winter, even years)

PHYS 480. Scientific Writing (W) **1 hour**
Principles and techniques of writing for news releases, periodicals, and research journals. Practice in scientific meeting oral and poster-session presentation. It is expected that the written reports be done with a word processor and that the student will have done some original research of an experimental, computational, or theorem-proving nature before enrolling in this course. PHYS 295/495 and 297/497 exist to fulfill this requirement and there are numerous opportunities with pay at universities and national laboratories during the student's junior-senior summer. (Fall)

PHYS 295/495. Directed Study **1-3 hours**
Prerequisite: Consent of instructor.
This course consists of individual or group work adjusted to meet particular needs in Physics. Approval must be secured from the instructor prior to registration. This course may be repeated for credit. (Fall, Winter)

PHYS 297/497. Undergraduate Research in Physics **1-2 hours**
Prerequisite: Permission of instructor.
Research under direction of a member of the staff. The topic will be assigned in accordance to the interests and capabilities of the student. It is assumed that the student is familiar with one or more spreadsheets, mathematics manipulation programs, and graphing software packages. May be repeated for up to four hours. (Fall, Winter; May be accomplished on a co-op basis during the Summer.)

EARTH SCIENCE

ERSC 105. Earth Science (E-4) **3 hours**
A non-mathematical and qualitative introduction, for non-science majors, to the areas of physical geography, geology, and meteorology. Special consideration is given the environment—conservation or pollution of natural resources. (Fall, Winter)

EDUCATION

EDUC 438. Curriculum and Content Methods/Physics **1 hour**
Prerequisite: Admission to Teacher Education.
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance, the survey and evaluation of textbooks.

(E-3) (E-4) (W) See pages 26-30 for explanation of general education requirements.

School of Religion

Dean: Jack Blanco
Faculty: Ron Clouzet, Norman Gulley, Michael Hasel, Jud Lake, Donn Leatherman, Derek Morris
Adjunct Faculty: Douglas Bennett, John Fowler, Ron Halverson, Ken Rogers, Leo Van Dolson
Advisory Council—Ministerial Recommendations: SAU Religion Faculty, Presidents of Conferences within the Southern Union, Southern Union Ministerial Directors, Vice President for Student Services, Director of Student Finance and Accounts, head deans of the two dormitories, university chaplain, university church pastor.

As an integral part of Southern Adventist University the School of Religion has been given the responsibility by the Board of Trustees to continue to prepare young men and women in theology for the Seminary, the field, and religious education for denominational schools. It also has been asked to provide a degree in Religious Studies and courses in general religion for all students. Courses are designed to enhance their commitment of students to Jesus Christ and their involvement in the mission of the Seventh-day Adventist Church.

MISSION STATEMENT

The School of Religion seeks to provide general education courses that will encourage students to experience an ongoing saving relationship with Jesus Christ, that will enable students to live responsibly and ethically in harmony with the Holy Scriptures and that will further their understanding of the Christian beliefs and values of the Seventh-day Adventist Church.

In addition, the School of Religion seeks to provide programs in theology, religious education, and religious studies of a quality that will enable its graduates to find employment and/or enter graduate programs in these or other fields and that will equip them to apply the knowledge and skills of their major field in "real world" situations.

GOALS

General Education Courses

1. To provide instruction in the Scriptures that enhances an intelligent faith in Jesus Christ.
2. To encourage development of a set of values that will provide a basis for moral decision-making in the Christian life.
3. To acquaint the students with the teachings, history, and global mission of the Seventh-day Adventist Church.

Theology

1. To provide an adequate pre-Seminary training in biblical backgrounds, languages, history, theology, and church ministries to meet entrance requirements to the M.Div. degree program offered by Andrews University.
2. To provide instruction and practical experience in church ministries and public evangelism as outlined in the requirements of the Certification for Ministry.
3. To provide professional training that prepares graduates to serve the church effectively in their chosen career.

Religious Education

1. To prepare the student for state and church certification (in cooperation with the School of Education) on the elementary or secondary levels.
2. To support candidates in meeting the requirements of the School of Education and its certifying officer by offering a course in Curriculum and Content Methods/Bible and by supervising student teaching.
3. To qualify students to pursue graduate work in biblical and religious studies.

Religious Studies

1. To provide a basic course in biblical and religious studies without meeting the professional requirements of the other two majors.
2. To provide a major for students who are involved in preprofessional programs or who elect a double major, one of which is Religion.
3. To prepare students to become well-informed, local church leaders.

EFFECTIVENESS

The School of Religion is committed to develop an ongoing assessment and strategy to measure its effectiveness in harmony with the Mission Statement of Southern Adventist University, its own mission statement, and the recommendation of the Southern Association of Colleges and Schools.

Faculty Assessment

Effectiveness of the School of Religion's faculty and program is directly or indirectly assessed by:

1. Student evaluations of all classes administered regularly through the office of the Vice President for Academic Administration.
2. Majors in the final semester of their senior year.
3. The annual meeting of the faculty with the Chair of the Board and the presidents of conferences within the Southern Union.
4. The yearly meeting of the Ministerial Training Advisory Committee (MTAC) of the North American Division at the Seventh-day Adventist Theological Seminary of Andrews University which coordinates the ministerial programs of all Religion Schools/Departments through their respective deans/chairs.

Student Assessment

The quality of the School's graduates as well as its general students is assessed by:

1. A 16PF taken by all Theology majors in their sophomore and senior years with norms arrived at by extensive research of the performance of successful Adventist pastors. If a student's scores differ greatly from these norms, the faculty member assigned to administer the test meets with the student to discuss potential difficulties and to suggest strategies for improvement. This may involve referral to a professional for personal or career counseling. Classes in Homiletics, Church Ministry, Interpersonal Ministry, and the Summer Field School of Evangelism measure the student's proficiency in those areas. A performance evaluation is submitted by the instructor(s) and kept in the student's file for future reference. This may involve referral to a professional for personal or career counseling.

2. The 16PF is administered by the School of Education and Psychology to all Religious Education majors. If the student's scores indicate potential difficulties, the School of Religion is asked to assist in strategies for improvement.
3. A cumulative record of Religious Studies majors is kept as a source of information and recommendation. This record includes data needed for academic advisement and guidance for graduate work or placement.
4. The religion portion of the annual assessment testing program is prepared by the General Education Committee and is administered to all students through the office of the Vice President for Academic Administration.

NOTE: A summary of the evaluations referred to above will be made available in the form of a check sheet to prospective employers who request it and will be signed by the School Dean on behalf of the Religion faculty. The School itself cannot guarantee employment.

PROGRAM REQUIREMENTS

Admission to Theology Program

Students seeking admission to the ministerial program with its major in Theology must make formal application during the second semester of the sophomore year. (Upper class transfer students must apply during the second semester in residence.) An evaluation and decision by the religion faculty of the student's overall potential for success in ministry, including consideration of the applicant's academic progress, emotional stability, social and professional skills determine individual acceptance as a Ministerial Trainee. If at any time, after being admitted to the program, trainees give evidence of failing to maintain commitment to the criteria or preparation for ministry, they forfeit their standing as trainees and the faculty's recognition in their senior year as Ministerial Candidates. Acceptance into the ministerial program as a trainee and a candidate is required for the completion of the major in theology. Students not accepted into the program may choose to complete a major in Religious Studies.

Trainees:

Students may apply to the ministerial program for trainee status by mid-term of the first semester of their sophomore year. These applications will be considered during the last half of the first semester, and announced by semester's end.

Qualifications

In order to be admitted to the program as trainees, students must meet the following qualifications:

1. In process of completing 40 hours of which 6 hours must be in Religion.
2. A grade point average of at least 2.5.
3. Completion of at least two semesters in residence at SAU.
4. Completion of the 16PF test.
5. Enrollment in RELT 284, Ministerial Ethics.

Procedure

The process of application and admission is as follows:

1. Complete the 16PF during the first semester of the sophomore year. This test will be offered in early September.

2. Complete an application form (available from the Dean's secretary) during the month of October.
3. Applications for admission as trainees will be considered by the faculty in November and December. This will allow time for evaluation and additional consultation with students, if necessary.
4. Trainees will be inducted into the program officially at the time of the Spiritual Renewel Weekend.

Candidates:

Students will be considered for approval as ministerial candidates at the beginning of the first semester of their senior year. These applications will be considered during the early part of the first semester and announced about the end of September.

Qualifications

In order to be approved as candidates, students must meet the following qualifications:

1. Be in the process of completing (within one academic year) the 30-hour major in Theology.
2 Be in the process of completing (within one academic year) the minor in Biblical Languages.
3. Be in the process of completing (within one academic year) the classes required for ministerial certification.
4. Be in the process of completing (within one academic year) the general education requirements and the required cognates for the B.A. in Theology.
5. Maintain an overall grade point average of 2.5.
6. Pass exit examination(s) with a score of 70 or above.
7. Take a second 16PF test at the beginning of the senior year.

Procedure

The process of admission is as follows:

1. Complete the 16PF during the first semester of the senior year. This test will be administered on the second day of registration for the fall semester.
2. Ministerial candidates will be considered by the faculty in September. This will allow time for evaluation and additional consultation with students, if necessary.
3. A list of candidates approved in this program will be posted about the end of September. In addition the individuals admitted as candidates will be notified by letter.
4. Candidates will be considered officially approved at the time the list is posted, and will be honored in the senior recognition service.
5. Students will be eligible to sign up for conference interviews for graduating seniors only following their approval as candidates. In the case of interviews for juniors, students will be eligible for interviews only if they have been admitted as trainees.

Students may apply to the School for variances #2, #3, and #4, of the above qualifications, provided they meet the following criteria:

1. Must have attained the age of 35 years prior to enrolling.
2. Must transfer a minimum of 48 semester hours applicable to the program.

3. Must have been active in church work and be recommended by their local conferences for ministerial training on the basis of this work.
4. Must have individualized study programs approved by the faculty prior to being recommended for ministerial candidacy.

Directed Field Education

The School of Religion requires field education of Theology majors. These experiences are designed to enhance professional development by acquainting the student with the multi-faceted responsibilities of ministry, to provide a laboratory for working with experienced pastors and lay leaders in visitation of both active and inactive members, and to allow experience in preaching to area congregations. These experiences are necessary before the student can be recommended by the School for church employment.

Summer Field School of Evangelism

Full-scale evangelistic meetings will be conducted for two months each summer under the direction of the Southern Union Conference of Seventh-day Adventists and the School of Religion. All Theology majors are required to participate in one such crusade. Academic credit will be offered in public and personal evangelism and the Southern Union will provide a scholarship for those who are approved by the faculty to participate. Students planning to take the Summer Field School program must have 55 hours with a 2.5 cumulative GPA and RELP 321, 322 to be recommended for admittance. Applications and scholarship information may be obtained from the field school coordinator. Additional evangelistic opportunities for individual students and student teams may be made available upon approval of the School of Religion to accommodate requests from the conferences within the Southern Union.

Admission to Religious Education Program

The Religious Education Program is coordinated with the School of Education and Psychology for the University. Planning for certification by the states and/or endorsement by the Seventh-day Adventist church for Bible teaching is made with the certifying officer of the School of Education and Psychology, both for admission to the Religious Education program in the sophomore year and to the professional semester before the senior year.

The criteria for admission to Religious Education, requirements for secondary Bible teaching, and policies and procedures related to student teaching may be found in the University catalog under the School of Education and Psychology and obtained from the secretary of the School in Summerour Hall.

Teacher Certification and Endorsement

Those seeking Tennessee State Certification must fulfill requirements listed on page 116 of this catalog.

Admission to Religious Studies

The Religious Studies major is chosen by students interested in pursuing a degree other than a Theology or Religious Education degree, or by students preparing for professional fields such as medicine, dentistry, law, and other graduate studies.

It is a 124-hour liberal arts major and provides a balanced selection of both biblical studies and theology courses. The four-year degree candidate may apply the required 12 hours of General Education courses in religion toward the hours needed for the major, thus reducing the number of extra courses needed to qualify.

General Education Courses in Religion

The objective in all religion courses is to enhance knowledge of and appreciation for the Scriptures, and to assist the student in gaining and maintaining a vital involvement with Jesus Christ, and a personal commitment to serve family, church, community, and the world. Six semester hours of religion are required of the two-year graduate, and 12 semester hours of the four-year graduate. This is equivalent to one three-hour course per year which may be selected from any of the religion courses offered. Bachelor degree students must take at least three semester hours at the upper division level. (Detailed information on General Education requirements are found in the University *Catalog*.)

Graduation Requirements

The candidates for graduation in the program for **Theology** must have a 2.00 overall, a 2.25 in their major and in the area of candidacy in order to graduate, and a 2.50 overall for Seminary entrance. In addition to their major they must have 20 hours in Biblical Languages, 26 hours in professional training, and 12 hours in cognates to qualify for Ministerial Candidacy. They must also give evidence of moral, physical, social, and intellectual fitness and demonstrate professional commitment in order for the School to recommend them as prospective ministerial employees. Those students pursuing the **Religious Education** major must have a 2.00 overall and a 2.50 in education and in the field of certification as outlined by the School of Education and Psychology. The **Religious Studies** candidates for graduation, from the School of Religion, must have a cumulative grade point average of 2.00 overall and a 2.25 in their major as outlined in the University catalog. All majors must take their respective exit examinations and pass with a score of 70 percent or above prior to graduation.

BACHELOR OF ARTS DEGREE PROGRAMS

The bachelor of arts degree in **Theology** and **Religious Education** requires courses in biblical studies and religion of which three are introductory with others covering the Old and New Testament, the prophetic books of Daniel and Revelation, and the Fundamental Beliefs of Seventh-day Adventists in the light of Christian Theology.

Major—Theology (30 Hours)

Required Courses		Hours	Required Courses, cont.		Hours
RELB 125	Life & Teachings of Jesus	3	RELB 426	Studies in Revelation	3
RELT 138	Adventist Heritage	3	RELB 435	New Testament Studies I	3
RELB 245	Old Testament Studies I	3	RELB 436	New Testament Studies II (W)	3
RELB 246	Old Testament Studies II	3	RELT 484	Christian Theology I	3
RELB 425	Studies in Daniel (W)	3	RELT 485	Christian Theology II (W)	3

Must also include 20 hours in Biblical Languages, 26 hours for Certification for Ministry, and cognate requirements as follows:

Minor in Biblical Languages		Hours
RELL 251-252	Biblical Hebrew I, II	3,3
RELL 271-272	NT Greek I, II	4,4
RELL 301	Intro to Biblical Exegesis	2
RELL 350	Advanced Greek	2
RELL 351	Advanced Hebrew	2

Certification for Ministry		
RELP 273	Interpersonal Ministry	3
RELP 321	Intro to Biblical Preaching	2
RELP 322	Inter Biblical Preaching	2
RELP 423	Advanced Biblical Preaching	2
RELP 424	Evangelistic Preaching	2
RELP 451-452	Church Ministry I, II	3,3
RELP 465	Personal Evangelism	3
RELP 466	Public Evangelism	3
RELT 265	Spiritual Formation I	1
RELT 284	Ministerial Ethics	2

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
HIST 364-365	Christian Church I,II	3,3
PSYC 124	Intro to Psychology	3

Guidelines for Gen Ed Electives		
ACCT 103	College Accounting	3
CPTE 105	Word Processing	1
EDUC 134	Prin of Christian Education	2
ENGL 335	Biblical Literature	3
HLED 173	Health for Life	2
MUHL 215	Music in the Christian Church	2
PSYC 377	Fundamentals of Counseling	3
RELP 354	Intro to Pastoral Counseling	3
SOCI 223	Marriage and the Family	2

Note: The School recommends that those majoring in Theology not simultaneously take RELL 251-252, Biblical Hebrew I, II, RELL 271-272, New Testament Greek I, II, or RELL 350, Advanced Greek, RELL 351 Advanced Hebrew.

Sample Freshman Year Sequence
B.A. Theology

1st Semester		Hours
ENGL 101	College Composition	3
RELB 125	Life & Teachings of Jesus	3
	Area A-2, Math	3
	Area E-4, Science	3
	Area G-2, Skills	3
		15

2nd Semester		Hours
COMM 135	Intro to Public Speaking	3
ENGL 102	College Composition	3
PEAC 225	Conditioning	1
PSYC 124	Intro to Psychology	3
RELT 138	Adventist Heritage	3
	Area E, Science	3
		15

Major—Religious Education (30 Hours)

Required Courses		Hours
RELB 125	Life & Teachings of Jesus	3
RELT 138	Adventist Heritage	3
RELB 245	Old Testament Studies I	3
RELB 246	Old Testament Studies II	3
RELB 425	Studies in Daniel (W)	3

Required Courses, cont.		Hours
RELB 426	Studies in Revelation	3
RELB 435	New Testament Studies I	3
RELB 436	New Testament Studies II (W)	3
RELT 484	Christian Theology I	3
RELT 485	Christian Theology II (W)	3

Must include 28 hours in Education and cognate requirements as follows:

Professional Education Requirements		Hours
EDUC 135	Intro to Education	2
EDUC 217	Psych Found of Ed	2
EDUC 240	Educ for Excep Childr & Yth	2
EDUC 250	Technology in Education	2
EDUC 325	Philosophy of Christian Ed	2
EDUC 356	Classroom Assessment	2
EDUC 422	Behavior Mgmt for Adolescents	2
EDUC 432	Reading in Content - Secondary	2
EDUC 437	Curricul and General Methods	1
EDUC 438	Curricul Content Methods/Bible	1
EDUC 468	Enhanced Student Tchng 7-12	10

Required Cognates		Hours
COMM 135	Intro to Public Speaking	3
RELL 301	Intro to Biblical Exegesis	2
RELL 271-272	Elements of NT Greek, I, II	4,4
RELP 321	Intro to Biblical Preaching	2
RELP 322	Inter Biblical Preaching	2

Guidelines for General Ed Electives		
ACCT 103	College Accounting	3
COMM 136	Interpersonal Communication	3
HLED 173	Health for Life	2
RELP 354	Intro to Pastoral Counseling	3

Sample Freshman Year Sequence
B.A. Religious Education

1st Semester		Hours	2nd Semester		Hours
EDUC 135	Intro to Education	2	COMM 135	Intro to Public Speaking	3
ENGL 101	College Composition	3	EDUC 217	Psych Foundations of Ed	2
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
	Area A-2, Math	3	PEAC 225	Conditioning	1
	Area E-4, Science	3	RELT 138	Adventist Heritage	3
		14		Area E, Science	3
					15

Major—Religious Studies (30 Hours)

Required Courses		Hours
RELB 125	Life & Teachings of Jesus	3
RELB 245	Old Testament Studies I	3
RELB 246	Old Testament Studies II	3
RELB 435	New Testament Studies I	3
RELB 436	New Testament Studies II (W)	3
RELT 138	Adventist Heritage	3
RELT 255	Christian Beliefs	3
RELT 368	World Religions (W)	3
RELT 373	Christian Ethics	3
RELT 467	Phil and the Christian Faith (W)	3

Required Cognate		Hours
COMM 135	Intro to Public Speaking	3

Sample Freshman Year Sequence
B.A. Religious Studies

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	COMM 135	Intro to Public Speaking	3
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
RELT 138	Adventist Heritage	3	PEAC 225	Conditioning	1
	Area A-2, Math	3	RELT 255	Christian Beliefs	3
	Area G-2, Skills	3		Area E-4, Science	3
		15		Area F-1, Behavioral Sci	3
					16

MAJOR—A.A. RELIGION (30 Hours)

This degree is designed to prepare the student to be a more effective lay person and becomes marketable only if it leads to a four-year degree.

Required Courses		Hours
RELB 125	Life & Teachings of Jesus	3
RELB 245	Old Testament Studies I	
	OR	3
RELB 246	Old Testament Studies II	
RELB 435	New Testament Studies I	
	OR	3
RELB 436	New Testament Studies II (W)	
RELB 425	Studies in Daniel (W)	
	OR	3
RELB 426	Studies in Revelation	

Required Courses, cont.		Hours
RELP 273	Interpersonal Ministry	3
RELP 321	Intro to Biblical Preaching	2
RELP 465	Personal Evangelism	3
RELP 466	Public Evangelism	3
RELT 138	Adventist Heritage	3
RELT 255	Christian Beliefs	3
RELT 265	Spiritual Formation I	1

Sample Freshman Year Sequence
A.A. Religion

1st Semester		Hours	2nd Semester		Hours
ENGL 101	College Composition	3	COMM 135	Intro to Public Speaking	3
RELB 125	Life & Teachings of Jesus	3	ENGL 102	College Composition	3
RELT 138	Adventist Heritage	3	PEAC 225	Conditioning	1
	Area A-2 Math	3	RELT 255	Christian Beliefs	3
	Area G-2, Skills	3		Area E-4, Science	3
		15		Area F-1, Behavioral Sci	3
					16

MINORS IN RELIGION, BIBLICAL LANGUAGES, AND PRACTICAL THEOLOGY

Minor—Religion (18 Hours)

Those seeking state certification and/or denominational endorsement for teaching in other areas could, with careful selection, also acquire a minor in Religion.

All who wish to have an add-on teacher certification in Religion must have a Religion minor plus EDUC 438, Curriculum and Content Methods/Bible, Grades 7-12 (1 hour).

Required Courses		Hours
RELB 125	Life & Teachings of Jesus	3
RELT 138	Adventist Heritage	3
	AND	
	Upper Division Courses	6
	Religion Electives	6

No more than one of the following courses may be chosen to apply toward the minor: RELP 297/397, 354, 465, 468; RELT 317, 318, 424.

Note: All who wish to have an add-on teacher certification in Religion must have a Religion Minor plus EDUC 438, Curriculum and Content Methods/Bible, Grades 7-12 (1 hour).

Minor—Biblical Languages (20 Hours)

Required Courses		Hours
RELL 251, 252	Biblical Hebrew I,II	3,3
RELL 271, 272	New Testament Greek I, II	4,4
RELL 301	Into to Biblical Exegesis	2

Required Courses, cont		Hours
RELL 350	Advanced Greek	2
RELL 351	Advanced Hebrew	2

Minor—Practical Theology (19 Hours)*

Required Courses		Hours	Required Courses		Hours
RELP 273	Interpersonal Ministry	3	RELP 451-452	Church Ministry I, II	3,3
RELP 321	Intro to Biblical Preaching	2	RELP 465	Personal Evangelism	3
RELP 322	Inter Biblical Preaching	2	RELP 466	Public Evangelism	3

***Non-theology majors must obtain permission from the School of Religion.**

BIBLICAL STUDIES

RELB 125. Life and Teachings of Jesus (B-1) **3 hours**

A study of the life, ministry, and teachings of Jesus with special emphasis on His teachings as they apply to the personal, social, and religious problems of the individual. (Fall, Winter, Summer)

RELB 175. Acts of the Apostles (B-1) **3 hours**

A study of the development of the church during apostolic times, including an introduction to the characters, issues, and events that shaped the earliest Christian communities and the theological development of the gospel by the early church. (Fall)

RELB 245. Old Testament Studies I (B-1) **3 hours**
Prerequisites: Six hours of religion courses.
An introduction to the Pentateuch and Writings, two major division of the Old Testament. Attention will be given to the structure, theme, theology, historical setting, and significance of this literature in Christian interpretation. Various approaches to the study of the Old Testament will be surveyed. (Fall, Summers as needed)

RELB 246. Old Testament Studies II (B-1) **3 hours**
Prerequisites: Six hours of religion courses.
An introduction to the Prophets, a third major division of the Old Testament. Attention will be given to the structure, theme, theology, historical setting, and significance of this literature in Christian interpretation. (Winter, Summers as needed)

RELB 335. Archeology and the Bible (B-1) **3 hours**
A study of cultures, customs, languages, and rituals that throw light on the understanding of Scriptures based on archeological and other ancient material which, interpreted from the viewpoint of the Bible, emphasizes its accuracy and authenticity. (Winter, occasionally in Summer)

RELB 425. Studies in Daniel (B-1) (W) **3 hours**
Recommended: HIST 174, 175.
A study of selected historical and prophetic portions of Daniel to discover their meaning and relevance for today. (Fall, Summers as needed)

RELB 426. Studies in Revelation (B-1) **3 hours**
Recommended: HIST 174, 175.
A study of the prophecies and symbolisms of Revelation with their historical fulfillments. Special attention will be given to discovering its special message for our day. (Winter, Summers as needed)

RELB 435. New Testament Studies I (B-1) **3 hours**
A brief introduction to and exegetical study of the General Letters of the New Testament which include, Hebrews, James, 1 and 2 Peter, Jude, 1, 2, and 3 John. Includes a background survey of the book of Acts. (Fall, Summers as needed)

RELB 436. New Testament Studies II (B-1) (W) **3 hours**
A brief introduction to and exegetical study of the Pauline Letters of the New Testament which include, 1 and 2 Thessalonians, 1 and 2 Corinthians, Galatians, Romans, Ephesians, Colossians, Philippians, Philemon, 1 and 2 Timothy. (Winter, Summers as needed)

RELB 295/495. Directed Study **1-3 hours**
This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

BIBLICAL LANGUAGES

RELL 251-252. Biblical Hebrew I, II (D-1) **3,3 hours**
A foundation course in the grammar, syntax, and lexicography of classical Biblical Hebrew, with an emphasis on reading skills. Laboratory work required. (Fall, Winter)

RELL 271-272. New Testament Greek I, II (D-1) **4,4 hours**
A foundational study of the grammar, syntax, and vocabulary of the *koine* Greek of the New Testament. The student will read and translate selected New Testament passages in preparation for doing exegesis of the New Testament text. (Fall, Winter)

RELL 301. Introduction to Biblical Exegesis (B-1) **2 hours**

Prerequisite: One semester of Biblical language.

An introduction to biblical exegesis (the application of principles of interpretation) to passages of the Bible representing the various genres of the Old and New Testaments. This course will acquaint the student with the presuppositions which lie beneath various hermeneutical approaches to the text, and with guidelines for the steps in the interpretation of the text. Opportunity will be given for involvement in the process of biblical exegesis. (Winter)

RELL 350. Advanced Greek **2 hours**

Prerequisite: RELL 271, 272, 301.

An advanced course which applies the principles of *koine* Greek grammar and syntax to the exegesis of selected passages from the Greek New Testament. Emphasis will be placed upon the significance of the results of exegesis for preaching the text. (Fall)

RELL 351. Advanced Hebrew **2 hours**

Prerequisite: RELL 251, 252, 301

Application of the principles of exegesis to the text of the Hebrew Bible, with particular emphasis on the contribution of Hebrew lexicography, grammar, syntax and style to the understanding of the text. The student will be expected to analyze the text of assigned passages and to prepare brief exegetical papers and sermons based on the Hebrew text of the Old Testament. (Fall)

RELL 295/495. Directed Study **1-3 hours**

This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

PROFESSIONAL TRAINING

RELP 251. Introduction to Youth Ministry (B-3) **3 hours**

This course will explore the Biblical basis for a specialized ministry to children, youth, and young adults. The students will become acquainted with current research, contemporary approaches, and available resources to enhance ministry to youth. Practical experience in area churches will be required. (Fall)

RELP 273. Interpersonal Ministry **3 hours**

The development of listening skills and interpersonal communication in pastoral visitation with special emphasis on revitalizing inactive members. Laboratory work in area churches will be required.

RELP 321. Introduction to Biblical Preaching **2 hours**

Prerequisite: COMM 135; RELL 301.

This introductory course examines the foundations for effective Biblical preaching. Attention will be given to the call and preparation of the preacher, principles of Biblical hermeneutics, the elements of sermon formulation, and principles of sermon delivery. A topical, biographical, or narrative sermon will be preached and analyzed in a peer review setting. (Fall)

RELP 322. Intermediate Biblical Preaching **2 hours**

Prerequisites: RELP 321.

This course focuses on the preparation and delivery of expository sermons. Attention will be given to the discovery of the exegetical idea of the text, the formulation of the homiletical idea, and how to preach with conviction. Expository sermons will be preached and analyzed in a peer review setting. (Winter)

RELP 354. Introduction to Pastoral Counseling (B-3) **3 hours**
This course is an introduction to pastoral redemptive care. Visitation to correctional and rehabilitation centers, hospitals, and nursing homes will be required. This course is not designed as an introduction to professional counseling. (Winter)

RELP 291/391. Practicum **1-3 hours**
Supervised practicum in various forms of ministry as individually designed for each student. The program and the supervisor must be approved by the School of Religion prior to registration. These programs will involve a minimum of 100 hours of instruction and activity for each hour of credit. This course may be applied to a Religion minor but is not a substitute for RELP 466 Public Evangelism.

RELP 423. Advanced Biblical Preaching **2 hours**
Prerequisite: RELP 322.
This course explores further methods of expository preaching such as narrative and induction. It also focuses on preaching for special needs and situations, and the development of sermonic series emphasizing the great themes of Scripture. Sermons will be preached and analyzed in a peer review setting. (Fall)

RELP 424. Evangelistic Preaching **2 hours**
Prerequisite: RELP 423.
This course concentrates on the development and delivery of soul-winning sermons with emphasis on decision. Instruction will include sermon preparation for an evangelistic series. Sermons will be preached in a peer review setting. (Winter)

RELP 451. Church Ministry I **3 hours**
An introduction to church ministry, this course focuses on the responsibilities of clergy and laity, including the call to discipleship and/or ministry, the study of denominational polity, the administrative structure of the church on all levels, and the relationship of the local church to the community. Laboratory work in area churches will be required. (Fall)

RELP 452. Church Ministry II **3 hours**
Consideration is given the various professional tasks of the pastor, such as pastoral care, administration, leadership in worship, and conducting baptisms, weddings, anointing services, funerals, etc. Laboratory work in area churches will be required. **Senior standing only.** (Winter)

RELP 465. Personal Evangelism (B-3) **3 hours**
Attention will be given to the principles and practice of one-to-one evangelism, the presentation of the gospel, and the giving of Bible studies. The giving of such studies will be modeled in class and field work with local churches will be required. Theology students must take this course immediately preceding RELP 466, Public Evangelism. (Winter)

RELP 466. Public Evangelism **3 hours**
Prerequisite: RELP 465 and acceptance as a ministerial trainee.
A study of the principles employed in preparing and conducting public evangelistic meetings. The student will learn how to plan, develop, and hold an evangelistic series. This course is available only in connection with the Field School of Evangelism. The consent of the School of Religion must be obtained prior to enrollment. A 100 percent tuition waiver, based on the summer tuition rate, applies to this class. (Summer)

RELP 468. Health Evangelism (B-3) **3 hours**

A study of the concepts and methods of creating witnessing opportunities through taking advantage of the current interest in preventive health practices and lifestyle changes. The objective of these concepts and methods is to obtain decisions for a more abundant way of life and to lead men and women to Christ. The course also will provide future church leaders with practical ways to utilize the talents of members in health evangelism. Laboratory work in area churches and/or community settings is required. (Fall, Winter, Summers as needed)

RELP 295/495. Directed Study **1-3 hours**

This course is limited primarily to Theology, Religious Education and Religious Studies majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

THEOLOGY AND RELIGION

RELT 138. Adventist Heritage (B-2) **3 hours**

A study of the Second Advent Awakening in the nineteenth century and the subsequent development of the Seventh-day Adventist Church. Special emphasis will be placed on the contributory role in the church of the Spiritual Gift of Prophecy through the life and ministry of Ellen G. White. (Fall, Winter, Summer)

RELT 225. Last-Day Events (B-2) **3 hours**

Last-Day Events is a biblical, theological, and historical study of eschatology rooted in its Christ-centered focus. It considers the unique Seventh-day Adventist contribution over against that made by leading scholars both in the past and present. Also it examines the New Age Movement and Dispensationalism and focuses on how to be ready for the end event.

RELT 255. Christian Beliefs (B-2) **3 hours**

Christian Beliefs is a study of Adventist doctrines in a Christ-centered context. This course will involve a study of the major teachings, with a view to enhancing the student's understanding and ability to provide biblical support for his/her faith. (Fall, Winter, Summer)

RELT 265. Spiritual Formation I (B-2) **1 hour**

A historical and theological study of Christian spirituality. This course provides a basic introduction to the devotional life, with an emphasis on prayer and fasting, including a practical application of the dynamics of these spiritual disciplines as a means of enriching the spiritual life.

RELT 266. Spiritual Formation II (B-2) **1 hour**

Prerequisite: RELT 265.

A continued study of the classic spiritual disciplines of the Christian faith with an emphasis on Scripture as a dynamic in personal spiritual formation. This course will focus on contemplative reading of Scripture, journaling, meditation on Scripture, and Scripture memorization. (Winter)

RELT 284. Ministerial Ethics **2 hours**

Prerequisite: Six hours of religion courses.

An investigation of the biblical foundations for Christ-centered ethical living. The course will focus on the fundamental presuppositions, the basic procedures, and the scriptural principles that need to be applied to the issues faced in daily life of a Christian, specifically in the context of pastoral ministry. (Fall)

***RELT 317. Issues in Physical Science and Religion I (B-2)** **3 hours**
See PHYS 317 for course description.

***RELT 318. Issues in Physical Science and Religion II (B-2)** **3 hours**
See PHYS 318 for course description.

RELT 368. World Religions (B-2) (W) **3 hours**
A study of several major representative Christian and non-Christian religions, including a survey of the history and the distinctive characteristics of each. This course will also compare and contrast these religions, consider areas of commonality between these religions and biblical Christianity, and provide insights as to how to share Christianity with practitioners of these religions. (Winter)

RELT 373. Christian Ethics (B-2) **3 hours**
A foundation course in moral decision-making in the fields of bio-ethics, moral ethics, and personal ethics. The objective is to discover timeless norms by which to make basic ethical decisions across the professional spectrum. These norms are then applied to issues relevant to the student. Limited to nursing students or students with Junior/Senior class standing. (Fall, Winter, Summers as needed)

***RELT 424. Issues in Natural Science and Religion (B-2) (W)** **3 hours**
See BIOL 424 for course description.

RELT 465. Topics in Religion (B-2) **1-3 hours**
This course is designed to provide an exposure to a wide range of religious studies dealing with issues encountered in evangelism, theological areas, and Biblical studies. The content will change, as needed, so the course may be repeated once for credit. Open to all students. (As needed)

RELT 467. Philosophy and the Christian Faith (B-2) (W) **3 hours**
A study of the main thinkers and schools of thought from the Middle Ages to the present and their influence on biblical theology. Also, attention will be given to various world views which are shaping Christian thought today.

RELT 484. Christian Theology I (B-2) **3 hours**
Recommended: RELT 255 or the equivalent.
Christian Theology I examines the major loci of Christian beliefs such as the Doctrine of God, Christology, Pneumatology, Anthropology, Soteriology, Ecclesiology, and Eschatology covering the 27 Seventh-day Adventist Fundamental Beliefs. This is to equip the student to know the doctrines of the church from Scripture and to present them to others. (Fall)

RELT 485. Christian Theology II (B-2) (W) **3 hours**
Prerequisite: RELT 484.
Christian Theology II is a study of the theological issues within the Seventh-day Adventist Church as they relate to the 27 Seventh-day Adventist Fundamental Beliefs. This is to strengthen confidence in Scripture and to equip the student to preach with certainty. (Winter)

RELT 295/495. Directed Study **1-3 hours**
This course is limited primarily to the School majors and must be approved by the Dean of the School of Religion. Occasionally the course may be conducted as a seminar and published in the schedule of classes. This course may be repeated for credit. (Fall, Winter, Summer)

*One of the "Issues" courses can apply to General Education natural science requirement for majors, and to Religion for nonmajors.

EDUCATION

EDUC 438. Curriculum and Content Methods/Bible **1 hour**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials construction, planning, testing and evaluating student performance, and the survey and evaluation of textbooks. (As needed)

(B-1) (B-2) (B-3) (D-1) (W) See pages 23-24 and 26-30 for explanation of general degree and general education requirements.

SOCIAL WORK AND FAMILY STUDIES

Chair: Ed Lamb
Faculty: Larry Williams, Social Work Program Director
Terrie Ruff, Associate Social Work Program Director
Adjunct Faculty: Valerie Radu

PROGRAMS IN SOCIAL WORK AND FAMILY STUDIES

The Social Work and Family Studies Department offers a degree in Social Work and in the Family Studies. Minors are also available in Behavioral Science, Family Studies, and Sociology.

The curricula for both the BSW and Family Studies degrees include computer content and hands-on experience intended to enable majors to develop elementary skills including word processing, Internet, CD ROMS, video—interactive, and statistical analysis. Majors are encouraged to have their own personal computers (PCS) if possible.

SOCIAL WORK

The study of social work is one of the most exciting and important fields of inquiry and practice within the people sciences. A historic and defining feature of the social work profession is its focus on individual well-being within a social context coupled with a keen interest in the well-being of society as a whole. Particular attention is given to the needs and empowerment of people who are vulnerable, oppressed, and living in poverty. Fundamental to social work is its emphasis on environmental forces that create, contribute to, as well as ameliorate problems of human existence.

The Bachelor of Science in Social Work (BSW) prepares students for entry-level social work generalist baccalaureate practice. The BSW is the foundation degree for social work careers in mental health, child welfare, health care, public welfare, schools, family service, developmental disabilities, service to the aged, industry, business and labor, and criminal justice. The degree is designed to also prepare students for informed community participation in social welfare issues. The BSW is the preferred preparation for the terminal graduate practice degree, the Masters of Social Work, (MSW). Job opportunities in the social work field are projected to grow at an above average rate during the near future.

The program makes available a number of experiences, both curricular and extracurricular, to enrich its students' academic experience. Multiple volunteer opportunities deepen understanding and compassion. A number of field experiences enhance commitment and skill building. National and international study tours are available to engender cross-cultural and global perspectives (see below). The center piece of the applied dimension of the curriculum is the five hundred hour FIELD PRACTICUM INTERNSHIP in which each student participates in "real life" experience while being supervised by a seasoned and credentialed professional social worker.

Extracurricular opportunities include membership in the National Association of Social Workers and the Phi Alpha Honor Society. Social Work Month is celebrated each March. The Edward Lamb Community Scholarship Fund provides opportunity to develop fund raising skills, socialization for social service commitment, and monies for the educational expenses of exemplary students.

PROFESSIONAL ADVISORY BOARD

The following Board members serve in a consultative capacity to the social work program.

Shirley Clark, Chattanooga State Community College
Freda Cook, Columbia Valley Hospital
Kitty Garrett, Columbia Valley Hospital
Paul Gerringer, Chattanooga Department of Human Services
Suzanne Kent-Gibson, Interactive Management Solutions
Renita Klischies, Big Brother/Big Sisters Association of Chattanooga
Linda Luddington, Baptist Children's Homes, Inc.
Valerie Radu, Medical Social Work Solutions
Rondalyne Reed, Bethel Bible Village
Thomas Rock, Family and Children's Services
Cyndee Rice Simms, Senior Neighbors of Chattanooga, Inc.
Lillie Tollison, Hamilton County Department of Human Services
Anita Treadway, Catholic Charities
Dan White, Veteran's Administration Outpatient Clinic

STUDENT ADVISORY COMMITTEE

This committee is made up of two elected students from each class, freshman through senior, and two students elected at large. This committee provides a formalized student voice concerning any aspect of the social work program (see *Student Handbook*).

POLICIES

Students who are admitted to the social work program are considered adequately mature to realize the importance of accepting personal responsibility for their learning and professional behavior.

The social work program *Student Handbook* outlines the policies of the program. Each student accepted into the program is responsible to become acquainted with and to abide by these policies.

Transportation for volunteer and practicum experiences is not provided by the program. Students will be expected to provide their own transportation or make arrangements to share this expense with fellow students participating in the same experiences.

The social work program reserves the right to deny admission to or to remove students from the social work program who have an unresolved felony on record in any state or who have records of misconduct, legal or otherwise, that would jeopardize their professional performance.

The social work program reserves the right to revise, add, or withdraw policies and/or courses as necessary to ensure a quality social work program.

ACCREDITATION

The social work program has achieved full national accreditation with the Council on Social Work Education.

ADMISSION PROCEDURES

Admission to Southern Adventist University does not automatically enroll the student in the social work program. Declaration as a social work major is not equivalent of acceptance to the program. The final decision on acceptance and

continuation in the program is made by the program Admissions and Progressions Committee.

During the first semester of the sophomore year the student should file a formal application to the social work program (refer to the Student Handbook for specifics). Application forms may be obtained from the office manager in the program office. Minimum requirements for admission to the program and upper division courses are listed below:

1. Acceptance to Southern Adventist University.
2. Completion of application form and statement.
3. Submission of a current unofficial transcript.
4. Have an overall grade point average of 2.50 or higher (exceptions may be made for persons who do not meet the grade point average requirements if they are strong candidates on the basis of other criteria).
5. Have completed SOCW 211: Introduction to Social Work and/or SOCW 212: Social Welfare as an Institution with a grade of C or higher.
6. Show evidence of physical, mental, and moral fitness. Further references may be required regarding character, attitude, or coping ability in case of a question in this area.
7. Students whose native language is not English must achieve at least 550 on the Test of English as a Foreign Language (TOEFL).
8. Have taken the Taylor-Johnson Temperament Analysis and the Jackson Personality Inventory. The student is to make arrangements with the University Counseling and Testing Center to take these tests.
9. Completion of a successful interview with the Admissions and Progressions Committee.

The Committee reviews the application material, conducts the interview, and makes a decision concerning the application. Applicants are notified of the Committee's decision by a letter from the program director. An applicant denied admission to the social work program may appeal the denial decision in person and/or in writing to the Admission and Progressions Committee. If this process is unsatisfactory to the student, the University appeals process described in this Catalog may be followed.

TRANSFER STUDENTS

Students intending to major in social work who are attending other colleges or universities, or who are transferring from another major at Southern Adventist University, should apply for admission by April 1 of their sophomore year. IN ORDER TO STAY ON SCHEDULE WITH THE SEQUENCE OF SOCIAL WORK PROGRAM COURSES, AN INTRODUCTORY SOCIAL WELFARE/SOCIAL WORK COURSE, INCLUDING 40 HOURS OF DOCUMENTED VOLUNTEER EXPERIENCE, MUST BE TAKEN BEFORE ENTERING THE SOCIAL WORK PROGRAM.

Those applying to the social work major after their sophomore year will be considered on a case by case basis. If the introductory course has not been completed, it is taken the first semester after declaring social work as a major. This will delay admission consideration until the following semester and may result in graduation taking more than four years.

The social work program seeks to maintain a heterogenous student body by enrolling students who represent diverse backgrounds and cultural perspectives.

ASSESSMENT

The social work program maintains a comprehensive assessment policy. In order to provide for evaluation of the program and monitoring teaching effectiveness, as well as measuring the achievements of graduates, all seniors are required to:

1. Take a standardized social work achievement test (PACAT) in the winter semester of the senior year.
2. Present a personal portfolio of papers, case materials, and video to the program faculty (see Student Handbook).
3. Complete a graduating senior survey.
4. Take part in a seniors group exit interview.
5. Present a report on a piece of original research they have designed in the research classes and completed during the field practicum. This report will be part of the Senior Seminar or Field Practicum Integrative Seminar.

Program effectiveness will be assessed by combining the results of the above cumulative evaluations. An ongoing analysis of courses and course content required for majors is made by the social work faculty to assure that the curriculum meets the objectives of the program and the standards of the national accrediting body, the Council on Social Work Education.

FAMILY STUDIES

The Family Studies degree is interdisciplinary in nature and combines various dimension of the social sciences along with a strong liberal arts foundation to gain an understanding of individuals and families. The major is for those students wishing to prepare for graduate study in community and/or family counseling, law, personnel work, sociology of the family, or family life education.

ASSESSMENT

To help the graduates in Family Studies evaluate their academic progress and to aid the department in evaluating teaching effectiveness, each senior is required to:

1. Take an oral exam during the fall semester of the senior year that will be based on assigned readings and course work material.
2. Present a personal portfolio of papers and case material to the departmental faculty.

Information gained from the above assessments is used to evaluate departmental programs, but it will not affect graduation eligibility.

DEPARTMENT STUDY TOURS

The Social Work and Family Studies Department sponsors a study tour to New York City yearly during Thanksgiving vacation and a study tour to Europe every other summer. The objectives of these tours are to facilitate a better understanding of peoples and cultures and to enable the participants to work with people more effectively. Academic credit is given for these tours and each requires classroom time (see SOCI, SOCW 296/496).

Major—B.S. Family Studies (48 Hours)

Required Courses		Hours
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psych	3
PSYC 315	Abnormal Psychology	3
PSYC 397	Research Design & Stat I (W)	3
PSYC 497	Research Design & Stat II (W)	3
SOCI 125	Intro to Sociology	3
SOCI 150	Cultural Anthropology	3
SOCI 201	Parenting	3
SOCI 223	Marriage and the Family	2
SOCI 233	Human Sexuality	3
SOCI 265/465	Appalachian Studies	1
SOCI 349	Aging and Society (W)	3
SOCI 360	Family Life Education	3
SOCI 365	Family Relations	3
SOCI 491	Family Studies Practicum	3
SOCW 211	Intro to Social Work	3
SOCW 212	Social Welfare as an Instit	3

Required Cognates		Hours
CPTE 105	Intro to Word Processing	1
CPTE 106	Intro to Speadsheets	
	OR	1
CPTE 107	Intro to Database	
EDUC 250	Technology in Education	2
COMM 135	Intro to Public Speaking	
	OR	3
COMM 136	Interpersonal Com	
	Area E-1, Biology	3

Sample Freshman Year Sequence
B.S. Family Studies

1st Semester		Hours
ENGL 101	College Composition	3
SOCI 125	Intro to Sociology	3
SOCW 211	Intro to Social Work	3
	Area B, Religion	3
	Area G	3
		15

2nd Semester		Hours
ENGL 102	College Composition	3
PSYC 124	Intro to Psychology	3
PSYC 128	Developmental Psych	3
COMM 135	Intro to Public Speaking	
	OR	3
COMM 136	Interpersonal Com	
	Area E-1, Biology	3
	Area G, Act Skills	1
		16

Major—B.S.W., Social Work (42 hours)

Required Courses		Hours
PSYC 397	Research Design & Stat I (W)	3
PSYC 497	Research Design & Stat II (W)	3
SOCW 211	Intro to Social Work	3
SOCW 212	Social Welfare as Inst	3
SOCW 213	Interviewing Skills	3
SOCW 214	Human Behavior/Biological Fdn.	1
SOCW 313	Human Behavior	4
SOCW 314	Social Work Practice I (W)	3
SOCW 315	Social Work Practice II (W)	3
SOCW 433	Social Work Practice III	3
SOCW 434	Social Welfare Issues	3
SOCW 435	Social Work Practicum I	4
SOCW 436	Social Work Practicum II	4
SOCW 437	Integrative Seminar	1
SOCW 438	Social Work Senior Seminar	1

Required Cognates		Hours
BIOL 103	Principles of Biology	4
COMM 135	Intro to Public Speaking	3
CPTE 102	Intro to Internet	1
EDUC 250	Technology in Education	2
ECON 213	Survey of Economics	
	OR	3
PLSC 254	American Natl & State Govt	
JOUR 330	Research on the Internet	1
PSYC 124	Intro to Psychology	3
RELT 373	Christian Ethics	3
SOCI 125	Intro to Sociology	3

Sample Freshman Year Sequence
B.S.W., Social Work

1st Semester		Hours
CPTE 102	Introduction to Internet	1
EDUC 250	Technology in Education	2
ENGL 101	College Composition	3
SOCW 211	Intro to Social Work	3
	Area B, Religion	3
	Electives	4
		16

2nd Semester		Hours
ENGL 102	College Composition	3
PEAC 125	Conditioning	1
PSYC 124	Intro to Psychology	3
SOCI 125	Intro to Sociology	3
SOCW 212	Social Welfare as an Institution	3
	Electives	3
		16

Minor—Behavioral Science (18 hours)

Required Courses		Hours
PSYC 124	Intro to Psychology	3
SOCI 125	Intro to Sociology	3
SOCW 211	Intro to Social Work	3
	*Electives	9

*An additional nine hours selected from any Social Work and Family Studies areas with a minimum of six hours of upper division Social Work and Family Studies classes.

Minor—Family Studies (19 hours)

Required Courses		Hours
SOCI 201	Parenting	3
SOCI 223	Marriage and Family	2
SOCI 233	Human Sexuality	3
SOCI 365	Family Relations	3

Select 8 hours from following:		Hours
PSYC 128	Developmental Psych	3
NRSG 265	Women's Issues	3
SOCI 349	Aging and Society	3
SOCI 360	Family Life Education	3
PSYC 367	Adolescent Psychology	3
PSYC 479	Family Counseling	3

Minor—Sociology (18 Hours)

Required Courses		Hours
SOCI 125	Intro to Sociology	3
SOCI 150	Cultural Anthropology	3
SOCI 424	Contemp Social Problems	3
	Sociology Electives	9

SOCIOLOGY

SOCI 125. Introduction to Sociology (F-1) **3 hours**

An objective approach to the analysis and understanding of the social world. Consideration is given to the dynamic nature of American society and social institutions. Emphasis is placed on the study of social groups including the family, its history and current place in society. (Fall, Winter, Summer)

SOCI 150. Cultural Anthropology (F-1) **3 hours**

A study of culture and cultural variation. The contemporary beliefs, values, institutions, and material dimensions of people in North America are contrasted with those of people living in other regions of the world today and in the past. (Fall)

SOCI 201. Parenting (F-2) **3 hours**

A study of the family system in preparation for parenthood and the dynamics of parent-child interaction. Attention is given to family planning, the childbirth experience, child development, techniques for developing close relationships and communication between parent and child, understanding and relating to children's individuality, common child rearing problems, and methods of modifying behavior. (Winter)

SOCI 223. Marriage and the Family (F-2) **2 hours**

A course in the ethics of human relationships, including the place of the family in society and a Christ-centered approach to marital and familial conflicts.

SOCI 224. Social Psychology (F-1) **3 hours**

See PSYC 224 for course description.

SOCI 230. Race Relations (F-1) **3 hours**
A study of interactional patterns between various human groups. Consideration is given to the theoretical bases of race relations and to class activities which promote awareness and understanding. A lab fee may be assessed to cover the expenses of off-campus field trips. (Winter)

SOCI 233. Human Sexuality (F-1 or F-2) **3 hours**
A study of human sexual behavior, relationships, and values as reflected in the Christian cultural setting. (Winter)

SOCI 349. Aging and Society (F-1) (W) **3 hours**
The course emphasizes the reciprocal impact of societal attitudes on the process of aging and the increasing influence of "mature citizens" in contemporary society. Historical, demographic, and future trends are explored. A balance between the theoretical and the applied is sought. (Fall, Winter, Summer)

SOCI 356. Natives and Strangers (F-1) (W) **3 hours**
See HIST 356 for course description.

SOCI 360. Family Life Education **3 hours**
A study of existing family life education programs, including computer generated resources. Focus is also given to the design and development of original family life education materials. (Fall)

SOCI 365. Family Relations (F-2) **3 hours**
A sociological analysis of family structures and functions. Attention will be given to courtship, family organization and interaction, family disorganization and reorganization, and the post-parental family. Emphasis will be given to findings of recent family studies. (Winter)

SOCI 374. Criminology (F-1) **3 hours**
This course emphasizes the scientific study of crime as a social phenomenon, of criminals, and of penal treatment. The relationship of law and crime to other trends in the social order. Research in prevention and treatment of crime. (Fall, odd years)

SOCI 424. Contemporary Social Problems (F-1) **3 hours**
Attention is given to the major forces shaping cultural and subcultural changes today. Changes are particularly viewed as to their effectiveness in bringing about group and mass adjustment. (Winter)

SOCI 265/465. Topics in Sociology **1-3 hours**
Study of special topics pertinent to the field of sociology. Content will vary among various topics, based on the interests or needs of students and the department. This course may be repeated for credit.

SOCI 491. Family Studies Practicum **1-3 hours**
Prerequisite: SOCI 360
Supervised volunteer/work experience in related fields of family studies. At least 50 clock hours of work experience are required for each semester hour of credit. A two-thirds tuition waiver applies to this class, calculated according to the policy. May be repeated for credit for up to 3 hours. Grades will be assigned on an A, B, or F basis.

SOCI 295/495. Directed Study **1-3 hours**

Prerequisite: SOCI 125 or permission of the instructor.

Study of special topics pertinent to the area of sociology and family studies. Open to qualified students who want to follow a program in independent study. This course can be repeated for credit for a total of not more than three hours credit.

SOCI 296/496. Study Tour (F-1) **1-3 hours**

A tour is scheduled annually for the purpose of studying a range of Social Work and Family Studies topics. The fall trip to New York City occurs during Thanksgiving vacation and focuses on ethnicity, social problems, urban change, and social agencies (1 hour). A European tour to study social policy and selected cultures is taken every other summer or as needed. An additional fee is required to cover travel expenses.

SOCIAL WORK

SOCW 101. Orientation to College (G-2) **3 hours**

A course designed for all freshmen, focusing on the theory and practice of attitudes and skills necessary to adjust to college life. Class assignments include but are not limited to the study of career choices, academic skills, time relationships with peers and professors, management, and sources of assistance to resolve problems common to a Christian campus. All freshmen are encouraged to enroll.

SOCW 211. Introduction to Social Work (F-1) **3 hours**

An introduction to the profession of social work, its historical roots, its values, and its fields of practice. A lab fee may be assessed to cover the expenses of off-campus field trips. (Fall)

SOCW 212. Social Welfare as an Institution (F-1) **3 hours**

Social welfare systems are viewed from both historical and philosophical perspectives. The role of the Seventh-day Adventist Church in meeting human need is also examined. A lab fee may be assessed to cover the expenses of off-campus field trips. (Winter)

SOCW 213. Interviewing Skills **3 hours**

Focuses on the development of interviewing and communication skills. Course is experientially based. A lab fee will be assessed. (Winter)

SOCW 214. Human Behavior/Biological Foundations **1 hour**

This computer based course is designed to provide foundation knowledge of human biological systems.

SOCW 230. Race Relations (F-1) **3 hours**

See SOCI 230 for course description.

SOCW 233. Human Sexuality (F-1 or F-2) **3 hours**

See SOCI 233 for course description.

SOCW 313. Human Behavior and the Social Environment **4 hours**

Prerequisites: BIOL 103; SOCI 125; PSYC 124, SOCW 211, SOCW 295.

Corequisite: SOCW 314 or permission of instructor.

A study of the interaction between human behavior and the social environment. Relevant concepts from the behavioral sciences will be reviewed to provide students with a holistic view of human behavior. Includes such topics as systems theory, roles, reference groups, and social stratification. To be taken prior to or concurrently with SOCW 314. (Fall)

SOCW 314. Social Work Practice I (W) **3 hours**

Prerequisite: SOCW 211, 212, 213, or permission of instructor.

Provides students with theoretical framework for generalist social work practice. Topics include the establishment of relationship, assessment, contracts, intervention, utilization of resources, social work values and ethics. Work with individuals and families, primarily the micro dimension of social work practice, is emphasized in this first semester of a three-semester practice sequence. (Fall)

SOCW 315. Social Work Practice II (W) **3 hours**

Prerequisite: SOCW 314 or permission of instructor.

A continuation of SOCW 314. The primary focus is on working with small groups and families, the mezzo dimension of social work practice, in this second semester of a three-semester practice sequence. (Winter)

SOCW 349. Aging and Society (W) **3 hours**

See SOCI 349 for course description.

SOCW 375. Introduction to Family Intervention (F-1) **3 hours**

An introduction to the various theoretical orientations of family intervention. The family is viewed as a unit, with focus on programs and crisis techniques designed to maintain and re-establish family equilibrium.

SOCW 433. Social Work Practice III **3 hours**

Prerequisite: SOCW 315 or permission of the instructor.

In this third of a three-semester practice sequence, the primary emphasis is on community practice, the macro dimension of social work practice. A lab fee may be assessed to cover the expenses of off-campus field trips. (Winter)

SOCW 434. Social Welfare Issues and Policies **3 hours**

Prerequisite: PSYC 497; SOCW 212 or permission of instructor.

A study of contemporary issues and policies that influence the delivery of social services. Course requirements include a several-day social policy field trip to Washington, D.C. A lab fee will be assessed to cover the expenses of the Washington trip. (Fall)

SOCW 435. Social Work Practicum I **4 hours**

Prerequisites: PSYC 497; SOCW 315 or permission of instructor.

This course provides opportunity for students to apply practice theory to develop skills for generalists social work practice. Through participation in the social service delivery system, the student becomes familiar with agency structures, functions, and programs. A minimum of 200 hours will be spent working in an agency setting for each four hours of course work. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

SOCW 436. Social Work Practicum II **4 hours**

Prerequisite: SOCW 435

This course builds on the experiences of the first semester practicum and progresses to more difficult and varied tasks. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

SOCW 437. Integrative Seminar **1 hour**

Prerequisite: SOCW 435. ***Corequisite:*** SOCW 433

This companion course to the field practicum is designed to provide a forum for presenting program assignments required as a part of the field practicum experience, mutual support, discussion of on-going practice concerns, and peer learning.

SOCW 438. Social Work Senior Seminar **1 hour**

Prerequisite: PSYC 497, SOCW 313; ***Corequisite***: SOCW 434

This capstone course is designed to provide an arena where completed and on-going research projects are presented and critiqued, contemporary social work issues are discussed, value and ethical challenges are explored, and preparation for the social work achievement exam (PACAT) takes place.

SOCW 265/465. Topics in Social Work (F-1) **1-3 hours**

Study of special topics pertinent to the field of social work. Content will vary among various topics based on the interests or needs of students and the department. This course may be repeated for credit.

SOCW 295/495. Directed Study **1-3 hours**

Prerequisite: SOCW 212 or permission of the instructor.

A study of special topics pertinent to the field of social work. Content will vary among such topics as child welfare, income maintenance, values and ethics of social work practice, etc. The selected topic is pursued for the entire semester. This course can be repeated for credit for a total of not more than three hours credit.

SOCW 296/496. Study Tour (F-1) **1-3 hours**

A tour is scheduled annually for the purpose of studying a range of Social Work and Family Studies topics. The fall trip to New York City occurs during Thanksgiving vacation and focuses on ethnicity, social problems, urban change, and social agencies (1 hour). A European tour to study social policy and selected culture is taken every other summer or as needed. An additional fee is required to cover travel expenses. A two-thirds tuition waiver applies to this class, calculated according to the policy on page 255.

SOCW 497. Research Methods (W) **3 hours**

Prerequisite: MATH 215.

An introduction to common research design and methodology. Descriptive and relational designs are examined. A semester research proposal and completed project is expected of each student.

(F-1) (F-2) (G-2) (W) See pages 26-30 for explanation of general education requirements.

TECHNOLOGY

Chair: Dale Walters
Faculty: John Durichek, Kenneth Reynolds
Adjunct Faculty: Mark McGrath, Taylor Newman, Mike Warnock

Courses are offered which provide opportunity to balance learning with practical experience in the areas of aviation, woods, metals, printing, drafting, auto body, and auto service. Objectives of these classes are:

1. To assist the student in growing toward his potential by providing classroom and lab experiences that nurture creativity.
2. To help the student learn to meet the challenges of daily living by providing "hands-on" experiences with elements of the environment.
3. To develop practical skills which will be useful throughout life as hobby and recreational activities as well as professional enhancement.
4. To provide opportunity for the student to develop tactile learning skills.
5. To introduce the student to opportunities in technical and service occupations.
6. To provide background for entrance into specialized technical and professional degree programs and occupations.

ASSESSMENT

All automotive technology and auto body students will be given the NIASE (National Institute of Automotive Service Excellence) certification exams as specified by the department. Students who pass the exams become eligible for ASE certification after two years of experience following their training. Students completing the two year degree will have one year of the two years of experience required for certification completed. Aviation minors take four FAA (Federal Aviation Administration) exams—two written tests and two check rides—for their private certificates and instrument ratings. The results of the exams are used to evaluate class offerings, teaching effectiveness, and program requirements.

Major—Associate in Technology (37 Hours)

Required Courses		Hours
TECH 114	Oxy-Acetylene Welding	1
TECH 115	Arc Welding	2
TECH 166	Auto Electrical Systems	2
TECH 167	Suspension, Steering, Alignment	3
TECH 264	Automotive Repair	3
TECH 291	Practicum	3

Required Cognates		Hours
MGNT 203	Fundamental of Financial Decision Making I	3
MGNT 213	Fundamental of Financial Decision Making II	3
MGNT 371	Princ of Entrepreneurship	3
MGNT 372	Entrpreneurial & Small Business Management	3

Auto Service Emphasis		Hours
TECH 168	Man Drive Train,Axles,Brakes	3
TECH 175/375	Engine Rebuilding&Machining	4
TECH 178	Heating and Air Conditioning	2
TECH 230	Automatic Transmission	3
TECH 273	Estimating and Diagnosis	1
TECH 276/377	Engine Perform & Computers	3
TECH 277	Engine Fuel&Emission Controls	4
TECH 299	Advanced Engine Performance	3

Auto Body Emphasis		Hours
TECH 110	Panel & Spot Repair	4
TECH 111	Painting and Refinishing	3
TECH 212/312	Painting and Refinishing II	3
TECH 216/316	Collision Repair I	4
TECH 218/318	Collision Repair II	4
TECH 220/320	Collision Repair III	4
TECH 285	Estimating & Damage Analysis	1

General Education		Hours
AREA A	ENGL 101; MATH 103 or Higher	6
AREA B	Religion	3
AREA F	Behavioral, Family, Health Sciences	2
AREA G	CPTE 105, 106, 107; PEAC 225	4

Associates in Auto Body

The auto body technician program is designed to train the student to repair cars damaged by accident and corrosion. They straighten frames, unibody structural damage, panel repair, refinishing, alignment, welding, fiberglass repair, glass removal and installation. The students will be working on projects in a live operating body shop environment. By the end of the second year the student will have completed over 1,150 hours of instruction and lab time. They will have developed skills in the following areas:

- Major collision repair
- Frame alignment
- Complete repaint work
- Power plant and drive train repair
- Alignment and chassis repair
- Basic electrical repairs

Sample Freshman Year Sequence
A.T. - Auto Body Emphasis

1st Semester		Hours	2nd Semester		Hours
MGNT 203	Fundamentals of Financial Decision Making I	3	MGNT 213	Fundamentals of Financial Decision Making II	3
TECH 115	Arc Welding	2	MATH 103	Survey of Math	3
TECH 110	Panel and Spot Repair	4	RELT 138	Adventist Heritage	3
TECH 216	Collision Repair I	4	TECH 114	Oxy-Acetylene Welding	1
TECH 264	Automotive Repair	3	TECH 212	Painting & Refinishing II	3
		16	TECH 218	Collision Repair II	4
					17

Associate in Auto Service

The auto service technician program is designed to train the student to repair late model automobiles. The student is trained to provide repair services in transmission, transaxles, drivetrain/axles, heat/air-conditioning, ignitions, fuel systems, and computerized automobiles. Students will be working on projects in a live operating repair shop environment. By the end of the second year the student will have completed over 1,124 hours of instruction and lab experience. They will have developed skills in the following areas:

- Major engine repair
- Driveability diagnosis and computer systems repair
- Alignments and chassis repair
- Manual and automatic transmissions
- Brakes and drivetrain
- Heating and air conditioning
- Electrical repair

Sample Freshman Year Sequence
A.T. - Auto Service Emphasis

1st Semester		Hours	2nd Semester		Hours
MGNT 203	Fundamental of Financial Decision Making I	3	MGNT 213	Fundamental of Financial Decision Making II	3
ENGL 101	College Composition	3	MATH 103	Survey of Math	3
TECH 115	Arc Welding	2	TECH 114	Oxy-Acetylene Welding	1
TECH 166	Auto Electrical Systems	2	TECH 175	Engine Rebuilding&Machining	4
TECH 264	Automotive Repair	3	TECH 276	Engine Perform & Computers	3
CPTE 105/06/07	WP, Spreadsheets, Database	3	TECH 230	Automatic Transmission	3
		16			17

Minor—Auto Body (20 Hours)

Required Courses		Hours
TECH 110	Panel and Spot Repair	4
TECH 111	Painting and Refinishing	3
TECH 114	Oxy-Acetylene Welding	1
TECH 115	Arc Welding	2
TECH 212/312	Painting and Refinishing II	3
TECH 264	Automotive Repair	3
TECH 216/316	Collision Repair I	4

Minor—Auto Service (18 Hours)

Required Courses		Hours
TECH 115	Arc Welding	2
TECH 166	Auto Electrical Systems	2
TECH 264	Automotive Repair	3
TECH 175/375	Engine Rebuilding&Mach	4
TECH 276/377	Engine Perform & Computers	3
	Auto Service Elective	4

Minor—Aviation (18 Hours)

The minor in Aviation is intended for producing excellent instrument-rated private pilots who may use their skills recreationally, as an asset in their careers, or as a foundation for higher certificates and ratings.

Required Courses		Hours
AVIA 102	Private Pilot: Ground	3
AVIA 103	Private Pilot: Flight Training Lab*	2
AVIA 104	Cross Country Training Lab*	2
AVIA 202	Instrument Pilot: Ground	3
AVIA 203	Instrument Pilot: Flight Training*	2
AVIA 302	Meteorology	3
AVIA 304	Aviation Safety	3

*Note: Before aviation students may fly in a plane for AVIA 103, 104 or 203, students must show proof of non-owned aircraft liability coverage of $1,000,000. A student may obtain this coverage from the insurance carrier of choice. Policies run between $250 to $800 per year. In addition, a student must purchase a $5,000 accidental death and $5,000 accident/medical policy through Adventist Risk Management for $10.50 per student per year.

Minor—Technology (18 Hours)

Twelve (12) hours lower division Technology classes
Six (6) hours upper division Technology classes

CERTIFICATE PROGRAMS

Auto Body Technician (34 Hours)

A one year certificate will be awarded for completing the technical classes of the associate program listed below plus one religion class as follows:

Required Courses		Hours
TECH 110	Panel and Spot Repair	4
TECH 111	Painting and Refinishing	3
TECH 114	Oxy-Acetylene Welding	1
TECH 115	Arc Welding	2
TECH 167	Suspension, Steering, Alignment	3
TECH 212	Painting and Refinishing II	3

Required Courses, cont.		Hours
TECH 216	Collision Repair I	4
TECH 218	Collision Repair II	4
TECH 220	Collision Repair III	4
TECH 264	Automotive Repair	3
	RELB or RELT ###	3

Students will be encouraged to purchase a basic set of tools for use during the program. The department will assist the student in locating these tools. The cost is approximately $350.

Auto Service Technician (32 Hours)

A one year certificate will be awarded for completing the technical classes of the associate program listed below plus one religion class.

Required Courses		Hours
TECH 114	Oxy-Acetylene Welding	1
TECH 115	Arc Welding	2
TECH 166	Auto Electrical Systems	2
TECH 167	Suspension, Steering, Alignment	3
TECH 168	Man Drive Train, Axles, Brakes	3
TECH 175	Engine Rebuilding & Machining	4
TECH 276	Engine Perform & Computers	3

Required Courses, cont.		Hours
TECH 277	Engine Fuel & Emission Control	4
TECH 178	Heating & Air Conditioning	2
TECH 264	Automotive Repair	3
	Auto Service Elective	2
	RELT or RELB ###	3

Students will be encouraged to purchase a basic set of tools as employers require employees to provide their own air and hand tools.

AVIATION

AVIA 102. Private Pilot: Ground **3 hours**

A study of basic concepts of aircraft performance, radio navigation, principles of flight, meteorology, Federal Aviation Regulations, flight safety. The FAA Private Pilot written exam will be taken upon successful completion of the course. (A $60 fee must be paid to Sylvan Learning Center for the written exam.) The Federal Aviation Administration strongly recommends that ground school be integrated with concurrent flight training.

AVIA 103. Private Pilot: Flight Training Lab (G-2) **2 hours**

Consists of dual and solo flight hours required for Private Pilot Certification. Flight instruction emphasizes pre-flight inspection and planning, navigation, and radio communications. Successful FAA testing for the Private Pilot Certificate is necessary to fulfill course requirements. *(Southern will not charge tuition for this flight lab course; however, students must pay Southern a $35 per hour recording fee. Students must also pass a physical examination administered by an FAA medical examiner ($60-$100) and must pay Aviation Specialist at the Collegedale Airport for the following flight training fees:*

Minimum* Flight Hours Required:	
Dual 20 hrs @ $62/hr	$1,240**
Solo 20 hrs @ $42/hr	840
Pre- and Post-flight briefings @ $16/hr	160
FAA Checkride Examiner Fee	150
Private Pilot Kit for AVIA 102-104	100
Total Cost	**$2,490**

*There is a 40-hour minimum required by the FAA; however, most students need up to 10 additional practice hours to achieve the flying skills necessary to pass the FAA checkride.

**Aviation Specialists' prices subject to change.)

AVIA 104. Cross Country: Flight Training Lab (G-2) **2 hours**

Consists of flight hours required by FAA prior to Instrument Pilot Training. A private Pilot's Certificate is required to enroll in this course. *(Southern will not charge tuition for this flight lab course; however, students must pay Southern for a $35 per hour recording fee. Students must also pay Aviation Specialist at the Collegedale Airport for the following flight training fees:*

Flight Hours Required:	
Dual 7 hrs @ $62	$ 434**
Solo 43 hrs @ $42/hr	1,806
Pre-and Post-flight briefings 5 hrs @ $16/hr	80
Total Cost:	**$2,320**

**Aviation Specialists' prices subject to change.)

AVIA 202. Instrument Pilot: Ground **3 hours**

Prerequisites: AVIA 102, 103

Instruction in radio navigation and en-route procedures, weather forecasting, and all applicable FAA regulations. The FAA Instrument Pilot written exam will be taken upon successful completion of the course. (A $60 fee must be paid to Sylvan Learning Center for the written exam.)

AVIA 203. Instrument Pilot: Flight Training Lab (G-2) **2 hours**

Prerequisites: AVIA 102, 103, 104 and concurrent or prior enrollment in AVIA 202.

Consists of the dual flight hours required for Instrument Pilot Certification. Flight instruction emphasizes radio navigation, simulated instrument flight, communication, and en-route procedures. Successful testing for the FAA Instrument Pilot Certificate is required. *(Southern will not charge tuition for this flight lab course; however, students must pay a $35 per hour recording fee. Students must also pay Aviation Specialist at the Collegedale Airport for the following flight training fees:*

Flight Hours Required*:	
Dual 25 hrs @ $85/hr	$2,125**
Pre- and Post-flight briefing 6 hrs @ $16/hr	96
FAA Checkride Examiner Fee	150
Total Cost:	**$2,371**

*The minimum FAA requirement for the Private Instrument Rating is 125 hours. If students have not accumulated these hours during the previous courses and during any personal flying, the additional hours required will be charged at Aviation Specialists' normal aircraft and/or instruction rates before this course may be successfully completed.

** Aviation Specialists' prices subject to change.)

AVIA 302. Meteorology **3 hours**

Prerequisite: AVIA 102

Examination of the atmosphere, standard procedures related to the FAA Automated Flight Service Weather Station. Enhances information presented in AVIA 102 and AVIA 202. (Fall)

AVIA 304. Aviation Safety **3 hours**

Prerequisite: AVIA 102

A study of factors necessary for safe flight operations beyond material covered in AVIA 102 and AVIA 202. Students will examine factors influencing pilot performance, advanced aircraft flight characteristics, common mechanical operational problems and cockpit resource management. (Winter)

TECHNOLOGY

TECH 110. Panel and Spot Repair **4 hours**

The first introduction to body repair where the student will learn how to straighten small dents, prepare panel for body fillers, prime and block ready for painting. Hand tool costs average $200. (Fall)

TECH 111. Painting and Refinishing **3 hours**

An introductory study of vehicle preparation and painting. Student will progress to doing complete refinish job himself. Student must purchase his own respirator and spray gun. Costs average $200.

TECH 114. Oxy-Acetylene Welding **1 hour**

Gas welding and brazing of sheet metal in preparation for typical body shop welding jobs. Personal goggles required. Certain specialized welding processes will be taught, such as tig, cast iron, or others to be arranged on an individual basis. A lab fee of $10 is charged. (Winter)

TECH 115. Arc Welding **2 hours**

A class designed to give basic understanding of arc welding processes. Emphasis will be given to MIG, TIG, Heliarc, as well as conventional stick welding. Each student must purchase safety glasses and welding gloves. A lab fee of $15 is charged. (Fall)

TECH 145. Introduction to Graphic Arts (G-2) **3 hours**

Special emphasis is given to offset methods of copy preparation, camera techniques, platemaking, screen printing, and press work. Experience is offered in personal computer desktop publishing. Skills learned are applicable for personal and business communications. A supplies fee will be charged for projects produced in class. Average cost of projects approximately $75. (Fall)

TECH 149. Introduction to Mechanical Drawing and CADD (G-2) **3 hours**

A basic course in drafting, training the student in the use of instruments and the principles of orthographic projection, surface development, sectioning, pictorial representation, and dimensioned working drawings. Six periods of laboratory each week. Lecture as announced by the instructor. Instruments cost approximately $75. (Fall)

TECH 151. Introduction to Architectural Drafting and CADD **3 hours**

An introduction to skills and basic knowledge of architectural drafting. Emphasis is on lettering, orthographic projection, parallel line pictorial drawings, shades and shadows, and perspective drawing. Instruments cost approximately $60. Open to all students.

TECH 154. Woodworking (G-2) **3 hours**

A study of hand and machine tools, joinery, and proper methods of furniture construction. One period lecture, six periods laboratory each week. A supplies fee will be charged for the cost of the materials used in project construction. Generally, the costs have not exceeded $225.

TECH 164. Automotive Maintenance (G-2) **2 hours**
A course designed to help the car owner become knowledgeable in the matters of buying, servicing, and maintaining the auto. The student will work on his own car or on one belonging to the shop. One period lecture and three periods laboratory each week. (Fall)

TECH 166. Auto Electrical Systems **2 hours**
A course designed to give a basic understanding of automotive electrical systems. Basic electrical principles and trouble shooting techniques will be taught. Emphasis will be given to lighting, charging, starting and accessory systems. One period lecture, three periods lab per week. (Fall)

TECH 167. Suspension, Steering and Alignment **3 hours**
A course designed to give understanding of automotive suspension and steering systems. Chassis service, repair, and trouble shooting will be taught. Alignment of both two and four wheel alignment systems will be taught. One and a half period lecture and four and a half labs per week.

TECH 168. Manual Drive Train, Axles and Brakes **3 hours**
A study of manual drive train operation, diagnosis and repair, clutches, manual transmissions and transaxles. Brake system operation and repair of both conventional and ABS brake systems will be taught.

TECH 175/375. Engine Rebuilding and Machining **4 hours**
A course designed to acquaint the student with major engine diagnosis, decision making and overhaul procedures. Machining and measuring processes related to engine rebuilding will be taught. Each student will be required to rebuild an engine and do engine machine work. Two periods lecture, six periods of lab per week.

TECH 178. Heating and Air Conditioning **2 hours**
A course designed to teach the principles of heating and air conditioning systems. Emphasis will be given to service and trouble shooting of manual and automatic heating systems of late model cars. One period lecture, three periods lab per week. (Winter, alternate years)

TECH 183. Basic Electronics **3 hours**
An introductory course to the properties of electricity/electronics as they pertain to AC and DC electrical circuits and devices such as diodes, transistors and integrated circuits. Intended to introduce the beginning student to the field of electronics. Two three-hour lecture/labs each week.

TECH 212/312. Painting and Refinishing II **3 hours**
A continuation of the study of vehicle preparation and painting. Student will progress to doing complete refinish job himself. Student must purchase his own respirator and spray gun. Costs average $200.

TECH 216/316. Collision Repair I **4 hours**
Introduction to a major collision job. Students will probably work in pairs. Body alignment, frame straightening, panel replacement, and dent repair are involved. (Fall)

TECH 218/318. Collision Repair II **4 hours**
Continuation of experience in collision repair, emphasizing body alignment, frame straightening, glass work, fiberglass repair, and body section replacement. There is no lecture component to this class, but rather is composed of four three periods laboratory per week. (Winter)

TECH 220/320. Collision Repair III **4 hours**
A repetition of work experiences of Collision Repair I and II, but on an individual basis. Students will learn estimate writing, parts and supplies purchasing, shop management, and equipment maintenance. (Winter)

TECH 223. Auto Body Repair (G-2) **3 hours**
An introductory course designed to acquaint the student with the principles and techniques used in repair of damaged body panels. Preferences will be given for class admission to those who have experience in doing automotive work and who have gas welding skills. Each student will need his own basic hand tools which cost approximately $100. One period lecture and six periods laboratory per week. (Winter, alternate years)

TECH 230. Automatic Transmission **3 hours**
A course designed to give understanding of automatic transmissions, transaxle overhaul and troubleshooting. Transmission removal, installation, rebuilding, and service will be taught. One hour lecture and five hours lab time per week. (Winter, alternate years)

TECH 254/354. Furniture Design and Construction **3 hours**
Prerequisite: TECH 154.
Emphasis will be placed on the design process as it pertains to woods and its combination with other materials. Two three-hour lecture/labs each week. (Available upon request)

TECH 264. Automotive Repair (G-2) **3 hours**
A course designed to give basic understanding of the automobile. Main emphasis is given to power plant and drive train design, operation and service. One period lecture and three periods laboratory each week. All lab learning experience is on actual cars either from the community or personal vehicles.

TECH 265. Topics in Technology **1-4 hours**
Selected topics in Technology designed to meet the needs or interests of students in specialty areas not covered in regular courses. Subjects covered will determine how the class applies to the major. This course may be repeated for credit.

TECH 273. Estimating and Diagnosis **1 hour**
Prerequisite: Minimum of 25 hours of Auto courses.
A course in estimate writing and customer relations as well as diagnostics training. Training in how to use an estimated labor time guide as well as parts purchasing will be included.

TECH 276/377. Engine Performance and Computers **3 hours**
Electronic and computerized ignition systems operating theory will be emphasized. Each student will be taught driveability diagnosis and trouble shooting techniques for electronic and computerized systems. Hands on diagnosis practice using diagnostic equipment on live vehicles will be given.

TECH 277. Engine Fuel and Emission Controls **4 hours**
Both carburetor and fuel injection operation theory, and standard and electronic carburetion systems theory will be covered. Fuel injection diagnosis and repair as well as carburetor overhaul procedures will be taught. Emission control operation as well as trouble shooting and service procedures will be taught.

TECH 285. Estimating and Damage Analysis **1 hour**

Prerequisite: Minimum of 15 semester hours of Technology classes.

A course designed to teach the process of using crash manuals to write an estimate of parts and labor. Tips on damage analysis will be taught. Parts purchasing and invoice preparation will be included.

TECH 291. Practicum. **1-3 hours**

Prerequisite: Departmental approval and completion of 27 semester hours of Technology classes.

Supervised work experience in Auto Body or Auto Service. Procedures and guidelines are available from the department. A two-thirds tuition waiver applies to this class, calculated according to the policy in the *Catalog* on page 255.

TECH 299. Advanced Engine Performance **3 hours**

Prerequisite: TECH 276 or equivalent.

A course in advanced electronic and computerized engine control system theory and diagnostics. On board diagnostics II on 1995 and later vehicles will be taught. Lab experience will include scan tool and lab scope usage in diagnosing OBDII systems.

TECH 376. Automation and Robotics **4 hours**

See CPTE 376 for course description.

TECH 295/495. Directed Study **1-3 hours**

The study of a specific problem in the field of Technology. A written report of the problem may be required by the supervising instructor. Open only to those earning a minor in Technology. Offered on demand.

(G-2) See pages 26-30 for explanation of general education requirements.

INTERDEPARTMENTAL PROGRAMS

MEDICAL SCIENCE

Adviser: Stephen A. Nyirady

A Bachelor of Science Degree in Medical Science will be conferred upon students not already in possession of a bachelor's degree who satisfy the following three conditions:

1. Complete 93 semester hours in an accredited undergraduate university program of which at least the last 30 were taken in residence at Southern Adventist University and at least 12 of which were at the upper division level.
2. Meet the general education requirements equivalent to those outlined for the current Medical Technology program.
3. Provide certification from an accredited professional school of dentistry, medicine, or optometry that the first year of the respective professional program has been successfully completed and that the applicant is eligible to continue.

Request for the conferral of this degree is made to the Director of Records and Advisement.

GENERAL STUDIES

Adviser: Peggy Elkins

The Associate of Arts and Associate of Science degrees with a major in General Studies are designed for students who have not made a career decision at the time they enter the University. These degrees offer them an opportunity to earn a large part of the general requirements for a baccalaureate degree while leaving some semester hours free for exploration in areas of their choice.

ASSOCIATE OF ARTS DEGREE IN GENERAL STUDIES

Major: The completion of the general education requirements for the Bachelor of Arts degree with the exception: Six hours instead of 12 will be required for Area B, Religion. COMM 135 and PEAC 225 are required courses. Six hours of an elementary foreign language must be included unless two units of the same language were earned in high school. A minimum total of 64 semester hours with a cumulative minimum grade point average of 2.00 is required. Students who plan to eventually complete a bachelor's degree should include some upper division credit and a "W" (writing emphasis) course in the second semester of their second year.

*Six hours of elementary foreign language must be included unless two units of the same language were earned in high school.

Typical Sequence of Courses for
A.A. General Studies

YEAR 1		Semester 1st	Semester 2nd	YEAR 2		Semester 1st	Semester 2nd
ENGL 101-102	College Comp	3	3		Area A, Math		0-3
	Area B, Religion	3			Area B, Religion	3	
	Area C, History	3	3		Area C, Govt/Econ		
	Area E, Nat Sci	3			Area D, Lit	3	
	Area F, Beh Sci		3	COMM 135	Speech		3
	Area G-2		3		Area E, Nat Sci	3	
PEAC 225	Conditioning	1			Area F, Beh Sci		2
	Area G-3		1		Area G, Skills		1
	Electives	3	3		Foreign Lanuage	3	3
		16	16		Electives	4	4-1
						16	16

See pages 23-24 and 26-30 for general degree and general education requirements. Note especially requirements for make-up of any admissions deficiencies.

ASSOCIATE OF SCIENCE DEGREE IN GENERAL STUDIES

Major: The completion of the general education requirements for the Bachelor of Science degree with the following exception: Six hours instead of 12 will be required for Area B, Religion. COMM 135 and PEAC 225 are required courses. A minimum total of 64 semester hours with a cumulative minimum grade point average of 2.00 is required. Students who plan to eventually complete a bachelor's degree should include some upper division credit and a "W" (writing emphasis) course in the second semester of their second year.

Typical Sequence of Courses for
A.S. General Studies

YEAR 1		Semester 1st	Semester 2nd	YEAR 2		Semester 1st	Semester 2nd
ENGL 101-102	College Comp	3	3		Area A, Math		0-3
	Area B, Religion	3			Area B, Religion	3	
	Area C, History	3	3		Area C, Govt/Econ		3
	Area E, Nat Sci	3			Area D, Lit	3	
	Area F, Beh Sci		3	COMM 135	Speech		3
	Area G-2		3		Area E, Nat Sci	3	
PEAC 225	Conditioning	1			Area F, Beh Sci		2
	Area G-3		1		Area G, Skills		1
	Elective	3	3		Electives	7	4-7
		16	16			16	16

See pages 23-24 and 26-30 for general degree and general education requirements. Note especially requirements for make-up of any admissions deficiencies.

Non-Degree Preprofessional Programs

Preprofessional and pretechnical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other preprofessional programs are desired, faculty advisors are prepared to assist the student in working out a satisfactory sequence of courses needed to meet the admission requirements of the chosen professional school.

ANESTHESIA

Adviser: L. Phil Hunt

Registered nurses who are experienced and comfortable working in critical care areas may become registered nurse anesthetists. Graduation from an approved program of nursing and a valid nursing license is required. Additional requirements may be determined by consulting the School of Nursing.

DENTISTRY

Adviser: John Perumal

Pre-dental training in college/university requires a minimum of three years of study; however, a preference is given to those who have completed a fourth year, earning a bachelor's degree. Students may major in the field of their interest. Although a thorough background in the biological and physical sciences is essential to the study of dentistry, a broad educational background in the humanities is desirable. Upper division biology courses are recommended to prepare for the Dental Admissions Test and for the first year of basic science courses in dental school.

Application to dental school should be made one year previous to the one for which admission is desired. Successful applicants should have a minimum G.P.A. of 3.00 in both science and non-science courses as well as satisfactory performance on the Dental Admissions Test (given each October and April). Information regarding the Dental Admission Testing Program may be obtained from the American Dental Association, 211 East Chicago Avenue, Chicago, IL 69611.

The following courses must be included to meet the minimum requirements for admissions to the LLU School of Dentistry:

BIOL 151-152	8 hours
CHEM 151-152, 311-312, 313-314	16 hours
ENGL 101-102	6 hours
PHYS 211-212, 213-214	8 hours

The following courses are strongly recommended: Ceramics, Principles of Management, Basic Accounting, Precalculus, Nutrition, Histology, Biochemistry, and Psychology courses.

LAW

Adviser: Ben McArthur

Students interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. This will make possible the planning of a preprofessional program which will qualify the student for admission to several schools.

It is a general requirement that students complete a bachelor's degree before entering law school. Although no particular major is required, four fields should be especially considered by the student serious about law school. These are: business, history, English, and behavioral science. Certain courses recommended by all law schools include American history, freshman composition, principles of accounting, American government, principles of economics, English history, business law, and mathematics. Pre-law students should concentrate on developing their analytical, verbal, and writing skills.

Southern Adventist University offers a Political Economy minor, which combines an interdisciplinary selection of courses helpful for law school preparation. This eighteen-hour minor consists of:

1.	ECON 224	Principles of Economics	3 hours
2.	PLSC 254	American Government	3 hours
3.	PLSC 471	Classics of Western Thought I OR	
	PLSC 472	Classics of Western Thought II	3 hours
4.	ENGL 313	Expository Writing	3 hours

Plus six hours of electives selected from the following courses:

5.	ACCT 221	Principles of Accounting
6.	ECON 225	Principles of Economics
7.	BUAD 358	Legal, Ethical, and Social Environment of Business
8.	BUAD 339	Business Law
9.	HIST/PLSC 357	Modern America
10.	HIST 374	History of England
11.	JOUR 427	Mass Media Law and Ethics
12.	COOP 265/465	Cooperative Education Internship (3 Hours)

Such internships would include work with one of the following: a lawyer, a legal clinic, a public defender's office, a state or U.S. attorney's office.

Information about preparation for law school may be obtained from the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois 60637. For information about the Law School Admissions Test, see the pre-law adviser.

MEDICINE

Advisers: Joyce Azevedo, Ann Foster, Keith Snyder

Secondary school students who look forward to a career in medicine are advised to include mathematics and science courses during their high school years.

Most applicants complete a Bachelor's Degree prior to entrance into medical school. Exceptional students may be eligible to apply after completion of a minimum of 85 semester hours. Applicants for admission to the Loma Linda University School of Medicine should maintain a grade point average of at least

3.50 in both science and non-science courses. The following courses without an asterisk must be included in the applicant's academic program. Medical schools generally do not accept CLEP credits for these basic science courses. Classes with (*) asterisks in biology, chemistry, and mathematics are recommended.

BIOL 151-152, 313*, 316*, 330*, 340*, 412, 416*, 417*, 418*	8 hours
CHEM 151-152, 311-312, 313-314, 323*	16 hours
ENGL 101-102	6 hours
MATH 120, 121, 181*	3 hours
PHYS 211-212, 213-214	8 hours
Religion	12 hours

It is recommended that students plan a curriculum that includes study of the humanities and social sciences to provide a solid preparation for the future role of the physician.

Applicants are also encouraged to obtain experience where they are directly involved in the providing of health care. The Biology Department collaborates with Chattanooga's Erlanger Medical Center in a premedical preceptorship program. This program provides the opportunity for upper division pre-medical students to shadow resident physicians in the hospital for up to 24-hour periods.

The applicant is required to have taken the new Medical College Admission Test (MCAT) prior to consideration by the admissions committee. This exam is administered twice a year—in August and April. Application for the exam is made through the Counseling and Testing Center one to two months before the exam is scheduled. For entrance into medical school following graduation, the student should plan on taking the MCAT in April of the junior year or in August preceding the senior year. All of the above required science courses should be completed by this time to insure maximum performance on the MCAT exam.

Once or twice each year representatives from LLU and other schools of medicine visit the campus to interview prospective students. Premedical students are encouraged to make appointments to speak with them.

Most medical schools are members of the American Medical College Application Service (AMCAS). Applications must be submitted through this service. The AMCAS application may be obtained from the Counseling and Testing Office or directly from AMCAS and should be sent directly to AMCAS between June 16 and November 1 for entry into medical school the following year.

American Medical College Application Service
1176 Massachusetts Avenue, N.W.
Washington, DC 20036-1989

After receiving the applications from AMCAS, the admissions office of the medical school reviews the candidates and determines whether or not supplementary information is needed.

Medical schools usually require a letter of recommendation from the pre-professional recommendation committee of the applicant's undergraduate college. Senior pre-medical students are asked to provide the names and addresses of all medical schools to which they are applying to the Vice President for Academic Administration's office before October 1.

Following a careful evaluation of the supplementary application and letters of recommendation submitted to the admissions office, selected applicants may be invited for a personal interview by the medical school.

OPTOMETRY

Adviser: Chris Hansen

The admission requirements to colleges of optometry vary, so the student should follow the catalog from the school of his/her choice. However, all place emphasis on biology, chemistry, mathematics and physics. Additional courses in the areas of fine arts, language, literature, and the social sciences are usually necessary.

A minimum of two years of preoptometric study is required. However, additional study increases the prospects of acceptance into professional training.

Following is a list of preoptometry courses required by most schools:

BIOL 151-152, 416, 418	18 hours
CHEM 151-152, 311, 314	14 hours
ENGL 101-102	6 hours
MATH 120, 121, 181, 182, 215	15 hours
PHYS 211-212, 213-214	8 hours
PSYC 124	3 hours

Direct individual inquiries are welcomed by the American Optometric Association, Division of Education and Manpower, 243 North Lindbergh Blvd., St. Louis, MO 63141.

OSTEOPATHIC MEDICINE

Adviser: Joyce Azevedo, Ann Foster, Keith Snyder

An alternative to allopathic medical schools, which grant the M.D. degree, are the osteopathic medical schools whose graduates receive the D.O. degree.

Many Seventh-day Adventists have attended the University of Health Sciences, College of Osteopathic Medicine in Kansas City, Missouri, one of fifteen osteopathic medical colleges in this country.

Requirements for admission are similar to those for allopathic medical schools such as Loma Linda University School of Medicine. Students apply to schools of osteopathic medicine through the American Association of Colleges of Osteopathic Medicine Application Service. Application packets may be obtained by writing to:

American Association of Colleges of
Osteopathic Medicine Application Services
6110 Executive Blvd., Suite 405
Rockville, MD 20852-3991
Phone: (301) 468-0990

For a reasonable chance of acceptance, a minimum grade point average of 3.00 should be maintained in both science and non-science subjects.

PHARMACY

Adviser: Bruce Schilling

A bachelor's degree program in pharmacy normally requires five years of schooling while a doctorate in pharmacy (PharmD) is usually a six year program. The first two years of either of these programs may be taken at Southern Adventist University. Not all colleges of pharmacy offer both degrees, many now offer only the PharmD degree.

Admission requirements to colleges of pharmacy vary from school to school so the student should consult the catalog of the school of his/her choice for specific course requirements. All schools place a strong emphasis on chemistry, biology, physics, and mathematics.

Minimum admission requirements to the University of Tennessee College of Pharmacy at Memphis are:

BIOL 151-152, 225	12 hours
CHEM 151-152, 311-312	16 hours
ENGL 101-102	6 hours
MATH 181, 215	6 hours
PHYS 211-212, 213-214	8 hours

Additional requirements include:

Speech or Communications	3 hours
Social Sciences	6 hours
(Psychology, Sociology, Economics, Anthropology, Political Science)	
Humanities	6 hours
(Literature, Language, History, Philosophy)	
General Electives	4 hours

A total of 66 semester hours of required course work must be taken. A minimum grade of "C" must be obtained for each required pre-pharmacy class. A higher grade point average will increase the chances of acceptance into pharmacy school. In addition, a satisfactory score must be achieved on the National Pharmacy College Admission Test.

Loma Linda University will be accepting its first class of students for the new School of Pharmaceutical Sciences PharmD program in 1999. Official admission requirements have not yet been published, but will include the following:

CHEM 151-152, 311-312	16 hours
BIOL 151-152	8 hours
PHYS 211-212, 213-214	8 hours
ENGL 101-102	6 hours

Mathematics should be taken through precalculus algebra and trigonometry (MATH 120,121). One semester of calculus (MATH 181) is strongly recommended. General education requirements will be added and will likely include, at a minimum, one religion class for each year of attendance at Southern Adventist University or other Adventist College/University as well as a course in cultural diversity.

PODIATRIC MEDICINE:

Adviser: Stephen A. Nyirady

An alternative to allopathic (M.D.) and osteopathic (D.O.) medical schools are the podiatric medical schools whose graduates receive the D.P.M. degree. Doctors of podiatric medicine are physicians trained in the medical and surgical treatment of the human foot and ankle.

To gain acceptance to a school of Podiatric Medicine, a bachelor's degree is highly desirable. Preprofessional course work, with a minimum of 90 semester hours, is required of all students. Applicants are required to take the Medical College Admission Test (MCAT). In addition, most D.P.M. schools require the same prerequisite science classes as the M.D. and D.O. schools.

There are seven colleges of podiatric medicine, six of which participate in the American Association of Colleges of Podiatric Medicine Application Service (AACPMAS). The six schools in the AACPMAS are located in California, Florida, Illinois, Iowa, Ohio, and Pennsylvania. An application packet can be obtained by writing or calling:

AACPMAS
1350 Piccard Drive, Suite 322
Rockville, MD 20850-4307

1-800-922-9266
(301) 990-7400

VETERINARY MEDICINE

Adviser: Stephen A. Nyirady

Competition for admission to colleges of veterinary medicine is keen. Consequently, most successful applicants have completed a degree rather than the minimum requirements listed below. It should also be noted that it is difficult to be accepted in any veterinary institution other than the school in the state where the applicant resides.

The applicant must make a satisfactory score on the Veterinary College Admission Test (VCAT) in addition to meeting grade point average and personal qualifications for admission. Professional training involves four years of veterinary school beyond college.

Minimum admission requirements to the University of Tennessee College of Veterinary Medicine in Knoxville are:

BIOL 151-152, 316, 412	15 hours
CHEM 151-152, 311-312, 313-314, 323	20 hours
ENGL 101-102	6 hours
PHYS 211-212, 213-214	8 hours

Additional requirements include:

Humanities and Social Sciences	18 hours

Admission requirements will vary between veterinary schools; therefore, it is recommended that the pre-veterinary student work closely with his/her adviser in assuring that the specific requirements for the schools of his/her choice are met.

FINANCIAL POLICIES

STUDENT FINANCE OFFICE MISSION STATEMENT

Southern Adventist University is committed to providing every student the opportunity to obtain a Christian education. In order to reach this goal, the Student Finance Office will make every effort to work together with students toward meeting the students' financial obligations.

STUDENT FINANCIAL RESPONSIBILITY

Student Responsibility for University Expenses

The Student Finance Office will assist students in their financial planning. Financial aid is available to qualified recipients in the form of grants, loans, scholarships and work/study opportunities. However, responsibility for payment of University expenses rests with the student, regardless of any assistance which may be expected or received from federal financial aid, parents, Southern Adventist University, denominational tuition assistance, or any other source.

Before registering each new and/or transfer student must submit a Payment Contract to the Student Finance Office signed by the student indicating acknowledgment of this responsibility.

Information on student costs and means of paying those costs is given throughout this "Financial Policies" section of the *Catalog* to assist students in financial planning. Student financial responsibility includes awareness of this information.

Student Account Cash Withdrawals

Students may receive (upon written request) up to 25% of their earnings for tithe and personal items. (If students have chosen to have their tithe automatically withheld, they may receive up to 15% of their earnings.) Additional cash withdrawals may be made by exception:

1. Students who have sufficient financial aid to cover their tuition and books, who live out of the residence halls, and have a no-charge ID card.
2. Students whose parents pay their accounts using Payment Plan I or II, with written permission from their parents.
3. Students who receive Federal Work/Study earnings will receive at least 75% of their earnings unless they give written permission for their earnings to be applied to their student account or they voluntarily return their earnings to be applied to their student account at the time they sign their check each month. Further information is available from a financial counselor.

The payroll period normally covers a four-week period, with the last day of this period being 10-14 working days prior to the end of the month. Earnings will be credited to students' accounts and paychecks will be available only after the monthly statements have been printed. Students must wait until they receive their earnings statements before they are allowed to withdraw any additional cash from earnings.

On-campus summer earnings should remain on the students' accounts to accumulate toward their advance payment.

When no labor earnings are available to be withdrawn, no cash withdrawals may be made, except by special permission. Parents wishing to provide a student with cash for personal expenses should use a means other than depositing funds

to the student's account. (Further information is available under the "Student Banking" heading.)

Although the Cashier's Office honors VISA, MasterCard, Discover, and American Express cards for making payments on a student's account, **no cash withdrawal service from these cards is available.** This service may be obtained from a local bank.

Student Check Cashing

Students are encouraged to use their home banks or a local area bank for their personal financial services. The Cashier's Office will cash checks not to exceed $300 if approved by Student Finance. No third party checks will be honored. Checks must be made payable either to the student or to cash. Proper identification is required.

Each time a check is returned by a bank for insufficient funds, account closed, or any other reason, there will be an $18 returned check fee assessed to the student's account. The student then forfeits the privilege of cashing future checks.

Student Banking

For the convenience of students and/or their financial sponsors, no-fee banking is available at the Collegedale Credit Union located in Fleming Plaza on the University campus. Service is provided six days each week. With a $50 saving account (membership) students can open a no-fee checking account with no minimum balance. Several commercial banks close to the campus community provide similar opportunities.

Student Tithing (see "Student Payroll Tithing" in "Student Labor" section)

Student Personal Effects Liability

When determining what to bring to campus, students should remember that the University is not responsible for the personal effects of any student even though such effects may be required by the University for student use, or required by the University to be stored in a designated location. University-carried insurance does not insure the personal effects of any individual. The University recommends that students consider carrying insurance to cover such losses.

FEES AND CHARGES

Advance Payment

All students are asked to pay an advance payment of at least $2,500 of their fees and charges before registering for the fall semester (or $1,250, if registering for the first time for the winter semester).

Students taking less than 6 hours must pay the full amount in advance or pay the required $2,500 advance payment. No discount is available for students who fall in this category.

The following fees and charges apply only to undergraduate students on the Collegedale campus. Information concerning graduate student charges is available in the *Graduate Catalog*. Students should contact satellite campuses directly for information about their costs.

Tuition and General Fee Charges

Tuition per semester hour (1-11 hours)	$430.00
Tuition for 12-16 semester hours (flat fee)	$4,975.00
Tuition for each semester hour over 16	$318.00
Tuition for each semester hour of summer school	$318.00
*General Fee per semester (charged to each student enrolled for 6 or more hours)	$150.00

Special Fees and Charges

The following special fees and charges are assessed separately inasmuch as they may not apply to all students nor do they occur regularly:

Add/Drop fee	$12.00
Application for admission (non-refundable)	20.00
Audit tuition	½ reg. tuition
Automobile parking fee (per semester):	
Residence hall students	$36.00
Village students	$26.00
Motorcycle parking fee	$26.00
Cancellation of registration (non-refundable)	$100.00
Continuing education units	$10.00
Credit by examination (per hour) recording fee	$35.00
Examinations:	
Challenge or waiver	$48.00
CLEP	$42.00
TOEFL	$25.00
Rescheduling midterm or final	$63.00
Graduation Fee	$55.00
Incomplete grade recorded	$7.50
Insufficient funds check fee and penalty	$18.00
**Insurance:	
Student	$351.00
Spouse	$1,162.00
All Children	$922.00
Late Registration	$35.00
Late return of organizational uniform	$20.00
(The full cost will be charged if irreparably damaged or not returned.)	
Lost residence hall key or replacement:	
Talge Hall	$25.00
Thatcher Hall	$25.00
Lost student I.D. or replacement (must be cash payment)	$5.00
Medical Technology recording fee (senior year)	$55.00
***Nursing education fees:	
Associate degree (per semester)	$300.00
Baccalaureate degree (per nursing semester hour after completing Associate degree)	$14.00
Packing and Moving Fee	$50.00
Residence Hall Deposit	$150.00
Residence Hall rent per semester	$864.00
****Summer Graduation Deposit	$200.00
Transcript Fee — Same Day Service	$5.00

*Fee is used for computer technology, SA fees, yearbook, academic transcripts, and other items
**An annual fee that is subject to change by insurance company.
***Declared nursing majors enrolled in a nursing class.
****Refundable when requirements are met according to the policy on page

ESTIMATED STUDENT BUDGET

	Residence Hall Student		Non Residence Hall Student	
	Semester	Year	Semester	Year
Tuition (12-16 hrs/semester)	$4,975	$9,950	$4,975	$9,950
General Fee	150	300	150	300
Residence Hall Rent	864	1,728		
Food ($244 monthly average Monthly minimum charge $115)	975	1,950		
Books and School Supplies	450	900	450	900
Total Estimated Costs*	$7,414	$14,828	$5,575	$11,150

(Health insurance, automobile parking, and Campus Shop personal purchases are in addition, if applicable.)

*With financial aid and/or labor, this total figure can be substantially reduced.

POLICES ON FEES AND CHARGES

Approved Items to Charge to Student Account

Any charges to a student's account, outside of the normal educational expenses, must be approved by the Student Finance Office. Examples of charges which will not be approved are student club dues and departmental or class tours.

Advance Payment

An advance payment of $2,500 of the student's fees and charges is required before registration, with one-half of the advance payment ($1,250) being held for second semester. For new students entering second semester the advance payment is $1,250, and all other appropriate charges are applicable.

Scholarships and denominational tuition subsidy may not be used as part of the advance payment, with the exception of the Student Missionary Scholarship, and the summer camp matching scholarship.

Food Service Charges

The cafeteria plan of boarding allows the residence hall student the privilege of choosing food and paying only for what is selected. Students are encouraged to eat healthfully by eating at the cafeteria, Campus Kitchen, or KR's Place where balanced meals are provided. Residence hall students will be charged a minimum of $115 per month which will be prorated for vacations and holidays. No minimum charge is made during the summer months.

Village students may charge food at the cafeteria, Campus Kitchen, and KR's Place as long as their school accounts are paid monthly by the due date. Should a village student account become 60 days in arrears the privilege of charging food will be withheld. The food charging capability will be reactivated only after at least one full semester of timely payments.

Books and School Supplies Charges

Books and school supplies may be charged at the Campus Shop. A student may charge up to a maximum allowable amount for books. A separate maximum applies to school supplies and miscellaneous items.

Students may not charge items from the Adventist Book Center or other book stores to their student accounts.

Nursing Education Fees

Upon acceptance to the clinical nursing program, students are required to send a deposit of $300 to hold their placement in the class. This deposit also serves as the first semester's Nursing Education Associate Degree Fee, which will be charged to the A.S. nursing student's account each subsequent semester. This fee is in addition to all other fees. The $300 deposit is refundable to students who change majors, or to those who never attend SAU. Requests for refund must be made through the School of Nursing no later than August 1.

Music Lesson Fees

In addition to the tuition charge for private music instruction courses, a music lesson fee is charged per semester, as detailed below.

With credit: *$134.00 plus tuition*

A student will receive 14 half-hour lessons per semester.

Without credit: *$180.00*

A student will receive 14 half-hour lessons per semester.

Without credit: *$360.00*

A student will receive 14 one-hour lessons per semester.

Music majors who are currently enrolled in or have completed MUCT 111-112 and 121-122, and who have been accepted to receive credit for a Concentration, pay only one fee per semester to cover all private lessons.

Music lesson fee refunds are calculated on the basis of the number of lessons taken during the first four weeks of the semester, after which no refunds are granted. Students taking lessons with or without credit must submit a Drop—Add form to the Records Office at the time the lessons are discontinued to be eligible for a refund.

Excused absences may be made up at the discretion of the teacher if previous arrangements have been made. Lessons falling on holidays or during vacations will not be made up unless this results in the student having fewer than 14 lessons for the semester.

International Student Deposit

In addition to the regular University costs, international students must provide an International Student Deposit of $4,000 U.S. This applies to all international students except documented permanent residents of the U.S. or residents of Canada. The deposit must be received by the Accounting Office before a U.S. Immigration Form I-20 is sent to the prospective student for entry to the U.S. Because mail service from many foreign countries takes time, this deposit should be sent six weeks prior to enrollment. This deposit, once paid, remains untouched (with interest paid at the rate of two percent less than prime, based on the prime rate at the time of deposit) until the student graduates, withdraws from SAU, or is unable to pay his or her student account, at which time the international deposit will be applied to the student's account. If the student's account has been paid in full, the deposit will be refunded after the final statement is issued.

Health and Accident Insurance

Southern Adventist University requires all international students to purchase the Student Accident and Sickness Insurance Plan. All other students who are taking six hours or more, or who are living in University housing will automatically be enrolled in the University health and accident plan unless the student signs a waiver card at the time of registration indicating s/he does not want the University insurance because:

1. The student has other insurance equal to or better than the University insurance plan.
2. The student is covered under the SDA denominational health care plan.
3. The student does not live in University-owned housing and is taking **less than six semester hours** of class work during the fall and spring semesters or less than three hours of class work in the summer.

Tuition Refund Policies

REFUND FOR COMPLETE WITHDRAWAL FROM CLASSES

A student who withdraws from school completely during the semester will receive a tuition refund based on the date the completed withdrawal form with all the required signatures is filed with the Records Office. Music lesson refunds are calculated according to a separate policy as explained on page .

Tuition refunds are calculated as follows:

1st Week	100%	6th Week	50%
2nd Week	90%	7th Week	40%
3rd Week	80%	8th Week	30%
4th Week	70%	9th Week	20%
5th Week	60%	10th Week	10%
		11th Week	0%

REFUND FOR PARTIAL WITHDRAWAL

Refunds of tuition for semester credit hours dropped are calculated according to the date the drop form with all the required signatures is filed with the Records Office. Tuition refunds are calculated as follows:

First week of the semester — 100%
Second week through the eleventh week — 10% less per week (as listed above)
After the eleventh week — no refund will be given

REFUND FOR SHORTENED SCHOOL TERM WITHDRAWAL

First two (2) school days — 100%
Third (3rd) day through end of term — Prorated through mid-term

REFUND OF CREDIT BALANCES

Credit balances are refundable, upon request, 30 days after the monthly statement is received for the last month the student was in school in order to be certain that all charges have been processed. For example, if a student drops out of school in December, a full credit refund would not be made until after the January statement is prepared during the first week of February. When the credit balance is large, a portion may be refunded earlier upon request to the

Disbursements Office.

If the student has received financial aid during the current semester, any credit balance will be credited to the aid funds, according to the Financial Aid Refund Policy described in the "Financial Aid Refund Policy" section.

Residence Hall/Campus Housing Charges

RESIDENCE HALL COSTS

Room charges are based on two students occupying one room. Residence hall accommodations costs for each single student are $1,728 for the school year. Charges are made on a semester basis beginning in August and January. A student may, upon application to the residence hall dean, be allowed to room alone at an additional cost of 150% of the single rate per semester. If sufficient rooms are available, s/he requires approval from the Student Finance Office. It is the student's responsibility to have arranged for a roommate unless specific arrangements have been made to room alone. No pets are allowed in the residence hall.

No refunds are made for vacation periods or absences from the campus. When a student withdraws, a prorated portion of the semester charge, beginning with the date of non-occupancy of the room, will be refunded.

RESIDENCE HALL DEPOSIT AND DEPOSIT REFUND

A room deposit of $150 is required of each resident. To guarantee a room in the residence hall, payment of this deposit must be made by July 1. After July 1, no room is held for a student whose deposit has not been paid. This deposit should be sent directly to Southern Adventist University and is held in reserve until the student graduates and/or permanently moves out of the residence hall. The deposit is in addition to any other payment, and is fully refundable to students who never attend SAU or never move into the residence hall.

CAMPUS HOUSING COSTS

University-owned apartments may be rented by married students taking a minimum of six hours each semester. The apartments range in size from two to six rooms and are rented furnished or unfurnished. Rents range from $262 to $355 per month. Rent is paid in advance and begins when the key is issued. Charges are based on the date of issue and return of keys and proper clearance with the office of the Vice President for Financial Administration. No pets or firearms are allowed in University housing.

CAMPUS HOUSING DEPOSIT AND DEPOSIT REFUND

Married students and single students over 23 years of age renting an apartment from the University pay a housing deposit of $250 to reserve an apartment. This housing deposit is due before occupancy and is sent directly to Southern Adventist University. The deposit is in addition to any other payment.

If a student gives notice before August 1 that s/he will not be attending, the housing deposit will be refunded. Damage or cleaning charges may also be charged to the student's account if the deposit is insufficient to cover these costs. The Housekeeping Supervisor at the Service Department will determine whether the apartment has been left clean and undamaged. A packing and moving fee may be charged as necessary.

Adventist Colleges Abroad Fees

Students wishing to apply for study abroad under the Adventist Colleges Abroad (ACA) program must follow the procedures listed below:

1. Obtain an ACA application from Southern Adventist University's Admissions Office.
2. Complete and return the ACA application, along with a $100 application fee, to the SAU Admissions Office.
3. Follow one of the following payment plans:
   a. Pay the total amount of tuition, room, board, hospital and accident insurance, personal account deposit, and tour deposit of the chosen school by August 1.
   b. Semester System: Pay one-half of the total charges and tour charge by August 1. The remaining one-half must be paid by November 1.
   c. Quarter System: Pay one-third of the total charges and tour charge by August 1; one-third by November 1; and the remaining one-third by February 1.
4. Make all payments by cash, cashier's check, money order, or credit card.

No University funded scholarships will be awarded to ACA students, nor will they receive a family rebate. When planning their finances for the ACA program students must:

1. Have their Southern Adventist University account paid to date
2. Have completed all necessary paperwork for federal financial assistance and received a financial aid award letter before August 1
3. Subtract tuition assistance or federal financial aid from the total ACA charges due
4. Pay SAU for charges before the University makes payment to ACA

POLICIES ON FEE WAIVERS AND REBATES

Family Rebate

When two students from the same immediate family who have the same financial sponsor are enrolled at Southern Adventist University at the same time, they may receive a five percent discount on tuition and general fee. This also applies to married student couples. A ten percent discount will be given when three or more students are enrolled at SAU at the same time, and have the same financial sponsor. This rebate does not apply for summer classes. If one student of a married couple is a National Merit Finalist and receives free tuition, that student would not be eligible for the family discount.

When two students are enrolled at SAU from the same immediate family who have the same financial sponsor, and one is a Student Missionary/Task Force Worker and is enrolled in the 12 hour Christian Service course, the Student Missionary/Task Force Worker will not receive an additional discount; however, the brother or sister who is enrolled at Southern will receive a five percent tuition discount. If the Student Missionary/Task Force Worker is not enrolled in the 12 hour Christian Service course, no discount will be given to the sibling enrolled on the SAU campus.

When three or more students are enrolled at SAU from the same immediate family who have the same financial sponsor, and one is a Student Missionary/Task Force Worker and is enrolled in the 12 hour Christian Service course, the Student Missionary/Task Force Worker will not receive an additional discount; however

the students who are enrolled at Southern will receive a 10 percent tuition discount. If the Student Missionary/Task Force Worker is not enrolled in the 12 hour Christian Service course, a 5 percent tuition discount will be given to the siblings enrolled on the SAU campus.

No family rebate will be given to ACA students. However, family members will receive a family rebate according to the policy above for Student/Missionaries/Task Force Workers.

Internship, Cooperative Education, and Practicum Fee Waivers

Tuition waivers are available for internships, cooperative education, and practicum classes.

To be eligible for a tuition waiver students must be enrolled in fewer than 12 hours excluding their tuition waiver class, or more than 16 hours including their tuition waiver class. The waiver is calculated on the hours below 12 and above 16 resulting from the tuition waiver class.

Tuition waivers for classes involving tours are calculated according to approved travel arrangements.

Post-graduate Tuition Plan

A Post-graduate Tuition Plan has been established for the purpose of assisting students who have graduated with a bachelor's degree from Southern Adventist University at a 50% tuition reduction. The plan also allows eligible non-Southern Adventist University graduates to enroll in classes at a 25% tuition reduction. The provisions that apply are:

1. To be eligible for the Post-graduate Tuition Plan, a student must have graduated from SAU with a bachelor's degree at least two years before entering the Post-graduate Tuition Program.
2. Applicants must have a clear financial SAU account and all loan payments must be up-to-date at the time of registration before the Post-graduate Tuition Plan is approved. To continue to participate in the plan, students must reapply each semester. If a participant's account or loan payment becomes delinquent, that student will lose his/her Post-graduate Tuition Plan privileges and cannot be reinstated.
3. Regular readmission criteria apply to this program. Completed applications and other college or University transcripts must be on file in the Admissions Office no later than four weeks prior to the beginning of the semester for which the graduate is applying.
4. Students wishing financial aid must apply through the Student Finance Office.
5. This plan is applicable to classes where space is available and where the hiring of new faculty or staff is not required. The Post-graduate Tuition Plan does not include private music lessons, long-term health care classes, independent study, directed study, student teaching, graduate classes, internships, A.S. nursing, the fifth year of a five-year degree program, summer classes, or a program where a tuition discount is already in effect.
6. Since the Post-graduate Tuition Plan offer is for **tuition only**, it does not apply to lab fees, surcharges for applicable courses, residence hall charges, books, or cafeteria charges.
7. This program is open to a limited number of students. Southern Adventist University reserves the right to discontinue or amend this special tuition offer at the discretion of the University administration.

Tuition and Fee Waiver for Student Missionaries

Those students planning to serve as Student Missionaries and enrolling in NOND 227 Christian Service I, six hours, and NOND 228 Christian Service II, six hours will be charged tuition at 10% of the current rate, and will not be charged a General Fee.

Before final authorization may be obtained, all students going as Student Missionaries or Task Force workers must be cleared by the Student Finance Office.

Senior Citizen Tuition Plan

Persons over 65 years of age may audit any regular college course free of charge, provided there is space available and sufficient enrollment of students paying regular tuition to offer the class. Lab fees will be charged at full price where required.

They may take classes for college credit at one-fourth the regular rate, provided there is space available and sufficient enrollment of students paying regular tuition to offer the class. Lab fees will be charged at full price where required.

They may enroll in seminars, workshops, other courses offered outside the regular academic structure, and private lessons at full price.

Collegedale Academy Students Tuition Fee Waiver

Collegedale Academy students who have finished their Junior year may take up to six credit hours at SAU at a rate of 1/3 of the current tuition rate per hour. Students eligible for tuition subsidy will receive the subsidy of 35% or 70% of the tuition paid.

Refunds (see "Refund Policies" in "Policies on Fees and Charges" section)

METHODS OF PAYMENT

The following methods of payment are available. Families who do not enroll in one of these payment plans must pay the amount due indicated on the student's monthly statement each month by the due date.

Payment Plan I—Cash in Advance

When the total estimated charges for tuition (minimum six hours), general fee, room, and board for a semester are paid in cash at or before registration, a discount of three percent for the semester or five percent for the year is allowed on this cash payment. Amounts paid as a result of student loans, grants, or scholarships are excluded from the amount on which the discount is allowed. Students choosing to pay cash in advance must on or before registration time, pay the full amount required by the plan for the semester or year, less any advance payments or credits.

The following schedule outlines how *Payment Plan I* would work for both a semester and the year:

	Residence Hall Student		*Non Residence Hall Student*	
	Semester	*Year*	*Semester*	*Year*
Total estimated charges (see Estimated Student Budget)	$7,414	$14,828	$5,575	$11,150
(a) Less cash discount (3% for semester)	-222		-167	
or				
(b) Less cash discount (5% for year)		-741		-558
***Net cash due at registration**	**$7,192**	**$14,087**	**$5,408**	**$10,592**

*These figures are only an example. A worksheet for each student desiring the prepayment discount must be completed by the Student Finance Office.

Note: For calculating the discount, estimated charges may be reduced by approved financial aid and scholarship awards (excluding student wages). Cash discount applies to the cash paid at registration.

Payment Plan II—Guaranteed Tuition Plan

The University will guarantee to the student that tuition will remain constant under the following provisions:

1. This plan is not available to students receiving financial aid. However, parents taking a Parent Plus Loan may include this amount in their payment.
2. The tuition rate in effect at the time of the first contract (including beginning second semester) will remain in effect until the student graduates. The student must maintain full-time continuous registration, not to exceed four years, excluding a one-year leave of absence which may be given for student missionaries, ACA, or task force workers. This plan is not applicable to summer school.
3. Total estimated cost for the year must be paid prior to or at fall registration.
4. Any cash withdrawals, except student earnings, will void the contract.
5. Participants in this plan are eligible for a five percent cash discount on the total estimated cost the first year of participation only (calculated as in Payment Plan I). The next three years, the tuition rate will remain the same as year one, and a five percent discount will be given on general fee, room, board, and books only.
6. Dependents of denominational workers may deduct the denominational tuition assistance when making their payment; however, the tuition assistance must be received by the University from either the denominational employer or the denominational worker within two months after registration or the contract is void.
7. Student earnings may be withdrawn from the student's account and will not reduce the amount to be paid.
8. Costs in excess of the total estimated amount to be paid will be billed monthly and should be paid on a monthly basis or the contract is void.
9. Should the estimated cost be less than the amount paid, the credit will be refunded after June 1.
10. If the Payment Contract is broken for any of the above reasons, or the student withdraws during the school year, the student who re-enters Payment Plan II may do so based on the rates of enrollment for the new year.

This plan only guarantees the tuition rate—not the room, board, books, and other miscellaneous charges. The student/financial sponsor must pre-pay each year the total estimated costs no later than the last day of registration.

Payment Plan III—Contract for Monthly Payments

A monthly payment contract plan will be available for the 1998-99 academic year through the Student Finance Office. The Tuition Management Systems monthly payment plan is no longer available.

Credit Card Payments

The Cashier's Office honors VISA, MasterCard, Discover, and American Express cards for making payments on a student's account. **No cash withdrawal service is available from these cards**—this service may be obtained from a local bank.

When using a credit card to pay on an account, the following information must be supplied: 1) name of credit card being used; 2) cardholder's name; 3) credit card number; 4) expiration date 5) student's name and ID number and 6)amount to be charged on card.

Automatic Credit Card Payments

Payment through automatic credit card deductions can be arranged. This arrangement is made through the Student Finance Office. A signed written request for automatic credit card deductions, stating the amount to be deducted, the date each month the deduction should be made, and the amount to be deducted each month will be required.

Personal Check Payments

Payments made to a student's account by personal check should have the student's University personal identification number (ID number) written on the check. If the ID number is not written on the check when it is received by SAU, it will be written on the check by an SAU employee for posting purposes.

BILLING PROCEDURES

Monthly Statements

Monthly statements will be issued five to seven working days after the last day of the month. Statements show all credits and debits for the month. Cafeteria charges through the last day of the month are posted.

The statement will show the total amount due, as well as the minimum amount due. The minimum amount due must be paid by the 20th day of that month, or it becomes past due.

Families unable to pay the minimum amount due may call the Student Finance Office to make financial arrangements.

Before semester examinations may be taken, or before registering for a new semester, the semester student account balance must be paid in full, or monthly payments must be current according to the payment plan in which the student has enrolled.

Denominational Tuition Assistance

Prior to fall registration, a financial information packet is sent to the parent/financial sponsor of all accepted students. A form is included in this packet for those who qualify for tuition assistance from their employer. This form should be completed for each eligible student each school year and returned to the

Student Finance Office. The Accounting Office will then bill the appropriate institution for this tuition assistance in September, for first semester, and in February for second semester. It is the obligation of the parent/financial sponsor to be sure the tuition assistance is paid on a timely basis.

Interest on Past-Due Balance

If a past-due balance on the November statement is not paid by December 20, a service charge of four percent of the past-due amount will be applied to the January statement. If a past-due balance on the March statement is not paid by April 20, a service charge of four percent of the past-due amount will be applied to the April statement. A monthly service charge of one percent will be charged on any past-due balance for the months of May, June, July, and August.

Transcript Requests for Currently Enrolled Students

It is the policy of the University to withhold transcripts if a student has an unpaid or past-due account at the school, or any unpaid account for which the University has co-signed.

An official grade transcript will be issued for a currently enrolled student when the student's account is current according to the payment schedule set forth above. Exceptions may be considered to receive an official grade transcript when the account is current except for the disbursement of any Federal student loan for which a guarantee has been established. A student's failure to comply with instructions can delay the release of a transcript.

When payment is made by personal check, the transcript will be held for ten working days to allow the check to clear. To expedite the release of these documents, the student should send a money order or certified check to cover the balance of the account when requesting the documents. Under provisions of federal loan programs, Southern Adventist University withholds any records when payments for these loans become past due or are in default.

Financial Aid Overawards

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due to the federal aid programs or the amount of the overaward will be charged to the student's account.

Credit Refund Policy

Credit balances are refundable, upon request, 30 days after the monthly statement is received for the last month the student was in school in order to be certain that all charges have been processed. For example, if a student drops out of school in December, a full credit refund would not be made until after the January statement is prepared during the first week of February. When the credit balance is large, a portion may be refunded earlier upon request to the Disbursements Office.

If the student has received financial aid during the current semester, any credit balance will be credited to the aid funds, according to the Financial Aid Refund Policy on page . Cash refunds will not be made to the student without authorization from the parent or financial sponsor.

COLLECTION POLICIES AND PROCEDURES

Accounts Collection Policy

Students completing or terminating their studies with the University are required to pay their balance in full prior to leaving. Students on a monthly payment plan must sign a promissory note stating the payment agreement. Payments due on non-current accounts that are not received by the last working day of the month will be charged a one percent per month service charge.

When a student who was enrolled first semester does not enroll second semester and has left with an unpaid account, that account will be turned over to Southern Adventist University's Student Loan Services Office by February 15.

When a student leaves at the end of second semester who has not re-applied, the account will be turned over to the SAU Student Loan Services Office by June 15.

When a student leaves at the end of second semester with an unpaid account who has reapplied for the following year, the student will have from May through August to bring the account current. If the student decides not to return, then this account will be turned over to the SAU Student Loan Services Office by September 15.

At the time any account is turned over to the SAU Student Loan Services Office, a carrying charge of one percent per month will apply.

When a non-current account is 90 days past due and neither satisfactory payments nor communication have been received, and unsuccessful attempts have been made by the SAU Student Loan Services Office to contact the individual, the account will be reported to a nationally recognized credit bureau, and will be submitted to a collection agency or attorney.

Since delinquent accounts are reported to the credit bureau systems, prompt payment of accounts builds credit ratings which will be important to the student in the future.

If the University deems it necessary to employ a collection agency or an attorney to collect defaulted accounts, all charges for these services, including court costs, if incurred, will be added to unpaid bills.

Policy on Transcript, Diploma, and Test Score Requests for Non-current Students

It is the policy of the University to withhold transcripts, diplomas, test scores, certificates of completion, and other records if a student has an unpaid or past-due account at the school, any unpaid account for which the University has co-signed, or (if a federal loan borrower) has not completed an Exit Interview.

Official grade transcripts for non-enrolled students will be issued when students' accounts are paid in full and when there are no delinquencies in the payment of student loans. No exceptions will be made.

When payment is made by personal check, the transcript will be held for ten working days to allow the check to clear. To expedite the release of these documents, the student should send a money order or certified check to cover the balance of the account when requesting the documents. Under provisions of federal loan programs, Southern Adventist University withholds any records when payments for these loans become past due or are in default.

Policy on Legal Proceedings

Southern Adventist University shall not render services to former students who may be involved in any legal proceedings, until court confirmation has been received with regards to the legal actions taken

Bankruptcy Policies and Procedures

Recognizing that the discharge of a debt through bankruptcy proceedings prohibits a creditor from subsequently pursuing the collection of the debt, the University, upon notification by the court of such filing, complies with this legal prohibition. The bankruptcy of the financial sponsor in no way changes the underlying financial obligation of the student to pay his or her student account. No further services will be extended.

STUDENT LABOR

Student Labor Regulations

Work opportunities are available in departments/schools and industries operated by the University and at local private businesses. Students seeking employment should contact the Human Resources/Student Employment office for a listing of available positions or to complete an employment application.

Although Southern Adventist University cannot guarantee a student employment, the University will endeavor to find a work opportunity either at the University or at a local business. Students are urged to arrange class schedules that allow "blocks" of time for work.

All hiring formalities are completed in the Human Resources/Student Employment Office. Students must bring their Social Security cards and one identification document, such as a passport, driver's license, or original birth certificate, in order to complete the hiring process legally. Students who are not American citizens must produce an unexpired employment authorization document such as a valid I-20 or other legal document before employment can be arranged.

Students are expected to maintain satisfactory job performance and meet all work appointments, including those during examination week. Work superintendents reserve the right to dismiss students if their service and work records are unsatisfactory. Should a student find it necessary to be absent from work, s/he must make arrangements with the work supervisor and, if ill, with Student Health Service.

A student accepting employment is expected to retain it for the entire semester except in cases where changes are recommended by the school nurse or the Human Resources/Student Employment Office. Should a student receive opportunities for more favorable employment at another department on campus during the semester, the transfer must be made through the Human Resources/Student Employment Office and the two employing departments. A student must NOT drop his/her work schedule without notifying the Human Resources/Student Employment Office.

The student pay rate is not less than the current minimum wage rate. It may be higher, depending on a student's grade level, if a student possesses special skills or training and shows responsibility and consistency.

Students who work more than 20 hours per individual week or who are enrolled for less than 12 credit hours will have Social Security taxes (FICA) withheld from their earnings.

Students may work off campus; however, permission may be withheld for off-campus employment that could be detrimental to a student's health or character development.

Foreign Student Labor Regulations

Foreign students on non-immigrant visas are required by law to secure permission before accepting any off-campus employment. Foreign students with student visas are allowed to work on campus up to 20 hours a week. Spouses may work only if they have student visas of their own or have immigrant visas.

Student Payroll Policies and Procedures

Students may receive (upon written request) up to 25% of their earnings for tithe and personal items. (If students have chosen to have their tithe automatically withheld, they may receive up to 15% of their earnings. Further information on automatic deduction of tithe appears in "Student Payroll Tithing.") Additional cash withdrawals may be made by exception:

1. Students who have sufficient financial aid to cover their tuition and books, who live out of the residence halls, and have a no-charge ID card.
2. Students whose parents pay their accounts under Payment Plan I or II with written permission from their parents to receive additional withdrawals.
3. Students who receive Federal Work/Study earnings will receive at least 75% of their earnings unless they give written permission for their earnings to be applied to their student account or they voluntarily return their earnings to be applied to their student account at the time they sign their check each month. Further information is available from a financial counselor.

The payroll period normally covers a four-week time period, with the last day of this period being 10-14 working days prior to the end of the month. Earnings will be credited to students' accounts and paychecks will be available only after the monthly statements have been printed. Students must wait until they receive their earnings statements before they are allowed to withdraw any additional cash from earnings.

On-campus summer earnings should remain on the students' accounts to accumulate toward their advance payment.

Student Payroll Tithing

Southern Adventist University encourages the payment of tithe and offerings by its student workers. In order to facilitate this practice, arrangements may be made by the student (except for those employed in the Federal Work-Study Program) to have ten percent of his/her school earnings charged to his/her account as tithe and two percent for offerings. These funds are then transferred by the University to the Collegedale Seventh-day Adventist Church. These arrangements are made through the Human Resources/Student Employment Office.

Student Workers' Compensation Insurance

As provided by the laws of the State of Tennessee, the University carries workers' compensation insurance to protect all employees in case of work-related accidents.

Summer Work Incentive Program

1. Work supervisors may recommend raises for a student's summer wage within the pre-set wage rate scale.
2. Two-thirds of the resident hall student's summer rent will be refunded after registration for the fall term, provided:
   A. A minimum of 200 hours of summer work is completed.
   B. The student is enrolled for at least six credit hours for the fall term.
3. Any variation to the above plan must be approved by the Administrative Council.

FINANCIAL AID POLICY

Southern Adventist University provides financial aid for students in the form of loans, grants, scholarships, and employment. The source of these funds is in most cases the United States government (in the form of Title IV funds), the student's state, a private group or corporation, or Southern Adventist University. Financial aid applicants will not be denied assistance on the basis of sex, race, color, national origin, or ethnicity. The Student Finance Office follows established procedures and practices which will assure equitable and consistent treatment of all applicants.

Students are urged to contact the Student Finance Office, P.O. Box 370, Collegedale, Tennessee 37315-0370, (1-800-SOUTHERN), for information about and applications for financial aid. Applications received by March 31 will be given preference. Applications received after March 31 will be processed as long as time and funds permit. Southern Adventist University's Title IV code is 003518.

FINANCIAL AID AVAILABLE

Scholarships

Southern Adventist University institutional scholarships are awarded from a variety of scholarship funds to students who meet the scholarship requirements. These awards usually range from $200 to $1,000 per year depending upon the student's need and availability of funds.

The amount of a student's SAU need-based scholarship award will be reduced by the amount the student receives from all sources that exceeds the total budgeted expenses for the school year. Scholarship funds will not be applied to certain extra-curricular expenses. If the student's grade point average (GPA) falls below the required level, the SAU scholarship will be deferred or canceled. Any requests for exceptions should be addressed to the Financial Appeals Committee.

The following SAU scholarships are awarded to eligible students regardless of financial need:

ACADEMIC SCHOLARSHIPS are awarded to incoming freshmen who graduate with a GPA of 3.50 or higher from academies or secondary schools, are recommended by their faculty, and enroll at Southern Adventist University for a minimum of twelve semester hours.

For those incoming freshmen students who have a high school GPA of 3.85 or above and an ACT composite score of 28 or above, a high academic scholarship of $6,500 over four years is available. Two thousand dollars will be awarded the first year at SAU and $1,500 for each of the following three years. The student must maintain an SAU GPA of 3.50 and enroll in at least 14 credit hours each semester.

ACT SCHOLARSHIPS — Incoming freshmen with a composite score of 26-30 are eligible for a $700 award if they maintain at least a 3.00 GPA each semester of the first year they are enrolled at Southern Adventist University. Incoming freshmen with a composite score of 31-36 are eligible for an $850 award if they maintain at least a 3.25 GPA each semester of the first year they are enrolled at Southern Adventist University. Students must enroll at Southern Adventist University for a minimum of twelve semester hours.

ASIAN SCHOLARSHIPS–Awarded to full-time international students who come directly from the Far Eastern Division countries. This scholarship is to help defray the cost of travel and is available for one year only. Amount is $1,000.

CANADIAN SCHOLARSHIPS–Awarded to full-time students whose permanent residence is in Canada, family's income is in Canadian funds and who are not eligible for U.S. federal financial aid. Amount is $2,000 per year.

CHURCH AND UNIVERSITY MATCHING PLAN — Southern Adventist University will participate in a matching plan, matching one-half of the total scholarship funds **received from a church,** up to $1,000. The student must be enrolled for a minimum of 12 credit hours each semester. Funds will not be matched for past-due accounts for prior years and/or for the required advance payment amount. The participating church must complete and sign the matching application form certifying that their appropriation came from local church funds, not from the student, the student's parents or relatives, and is not for wages or pay for services rendered by the student. These forms may be obtained from the Student Finance Office.

GYMNASTICS SCHOLARSHIPS are awarded by the Coach based on tryout, selection and participation on the gymnastics team.

LEADERSHIP SCHOLARSHIPS are awarded to incoming freshmen who have served as S.A. President, S.A. Vice-President, S.A. Spiritual Vice-President, Senior Class President, Yearbook Editor, or School Paper Editor, provided they enroll at Southern Adventist University for a minimum of 12 credit hours each semester.

MUSIC SCHOLARSHIPS are awarded by the Music Department based on an audition, selection and participation in orchestra, band and choir. Amount of scholarship varies depending on student's ability and department needs.

NATIONAL ACADEMIC RECOGNITION AWARDS are awarded to finalists in the National Merit contest. Finalists receive tuition-free scholarship for four continuous years at Southern Adventist University as long as they maintain a SAU GPA of 3.50 or above and enroll each semester for not less than 15 credit hours

SOUTHERN SCHOLARS' SCHOLARSHIP — After completing one year in the honors program, Southern Scholars may receive a waiver for the cost of auditing one class each semester that they remain in the program. Upon successful completion of the program students will receive a tuition refund equivalent to four three-hour classes. The "per hour" rate for a 16-hour class load will be the basis for calculating the refund. Southern Scholars also receive a 100 percent tuition waiver for Honors Seminar, HMNT 451, 452, calculated according to the tuition waiver policy explained on page .

STUDENT MISSIONARY/TASK FORCE SCHOLARSHIPS — Students who were approved by Southern Adventist University to serve as Student Missionaries or Task Force Workers may, upon the completion of a year of service, apply for a $1,500 scholarship through the Chaplain's Office if they are enrolled at SAU for a minimum of 12 credit hours each semester.

SUMMER CAMP SCHOLARSHIPS — Students participating in conference-sponsored summer camp programs will receive a scholarship from Southern

Adventist University for 50 percent of the net amount (up to $1,000) receipted to the student's statement upon enrollment of at least 12 credit hours each semester. Students participating in the John Hancock Center for Youth Ministry Inner City summer program will be provided scholarship assistance on the same basis as summer camp scholarship recipients. Funds will not be matched for past-due accounts for prior years. Taxes may be withheld from summer camp earnings. It is the responsibility of the students to have their camp checks sent to the Student Finance Office.

SUMMER LITERATURE SALES SCHOLARSHIPS—Students participating in the Summer Literature Sales Scholarships will receive a scholarship from Southern Adventist University for 50 percent of the net amount received from commissions (up to $2,000) receipted to the student's statement upon enrollment for at least 12 credit hours each semester.

Grants

Southern Adventist University need-based institutional grants are awarded from endowment funds to students who have financial need, are achieving academically, are working part time, and, for the second semester disbursement of the awarded grant, whose first semester charges have been paid in full. The amount of these awards is variable per year depending upon the student's need and availability of funds.

The amount of a student's SAU need-based institutional grant award, as well as his/her federal grant award, will be determined after all the necessary federal and institutional applications are completed and processed. If the student's grade point average (GPA) falls below the required level, the SAU grant will be deferred or canceled. Any requests for exceptions should be addressed to the Financial Appeals Committee.

SAU ENDOWMENT GRANTS—These funds are awarded to students who have established financial need through the federal aid application process. Awards are made on a funds available basis. Notification to eligible recipients will be listed on the Financial Aid Award Letter.

Eligibility and requirements for disbursement of Endowment funds are listed on the Financial Aid Award Letter. Students should be aware that working at least 15 hours per week is required in order to receive many of the Endowment Grant funds.

FEDERAL PELL GRANTS—Federal Pell Grants are awarded through the Federal Pell Grant Program, a federal program which provides grant assistance directly to eligible first-degree undergraduate students. A student's eligibility for a Pell Grant is based on a congressionally-approved formula which considers family financial circumstances. Pell Grants are available to full and part-time students with proven financial needs who are making satisfactory progress towards a bachelor's degree.

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT—Awarded to students with exceptional need when funds are available from the federal government.

Loans

FEDERAL NURSING STUDENT LOANS are available to nursing students only. Repayment and five percent interest assessment begin nine months after a student graduates, leaves school, drops below half-time enrollment, or drops from the nursing program.

FEDERAL PERKINS LOAN (formerly National Direct Student Loan) — Under this program students can borrow up to $4,000 from the federal government through Southern Adventist University. Repayment and five percent interest begin nine months after a student graduates, leaves school, or drops below half-time enrollment.

FEDERAL PLUS LOANS are available to **parents** of dependent undergraduate students who have satisfactory credit histories. The student must be enrolled at least half-time. These loans, like Federal Stafford Loans, are made by a lender such as a bank, credit union, or savings and loan association. The yearly loan limit is a student's cost of education minus any estimated financial aid s/he is eligible for.

For PLUS loans first disbursed on or after July 1, 1997, the interest rate will be variable, but not higher than nine percent. Variable interest rates are set each June. For more information on the interest rate, parents should contact the organization that holds their loan. That organization will also notify the parents of any interest rate changes.

Students' parents will pay an "origination fee" of three percent of the loan principal. This amount must be deducted proportionately from each disbursement made. The lender may collect an insurance premium of up to one percent of the loan principal, which must also be deducted proportionately from each disbursement.

The procedure for applying is the same as for a Federal Stafford Loan. Southern Adventist University can refuse to certify a loan application, or can certify a loan for an amount less than a student's parents would be eligible for.

Federal law requires lenders to send the loan proceeds to the school in at least two payments. Payments will be sent either by electronic transfer or by check made co-payable to the school and to the parents. No payment may exceed one-half of the loan amount.

Monthly principle and interest payments begin 60 days after the final loan disbursement. There is no "grace period" for these loans.

If a deferment — a postponement of repayment — applies (including a deferment for school enrollment), a student's parents repayment of the principal amount borrowed will not begin until the deferment ends. The interest on the loan is not deferred during the time of the deferment, although the organization that holds the loan may allow the interest to accumulate until the deferment ends. In such a case, however, the interest will be added to the principal, increasing the amount of principal that will need to be repaid.

FEDERAL STAFFORD LOANS are low-interest loans made to students attending school at least half-time. Loans are made by a lender such as a bank, credit union, or savings and loan association. These loans are insured by the guarantee agency in each state and reinsured by the federal government. A borrower must repay this loan.

Students enrolled at least half-time may qualify for a "subsidized" Federal Stafford Loan, which is based on financial need. Dependent students whose parents were denied a PLUS loan and independent students who enroll at least half-time may also apply for an "unsubsidized" Federal Stafford Loan regardless

of need: that is, regardless of their or their family's income.

Dependent undergraduate students may borrow up to:

- $2,625 if they are first-year students enrolled in a program of study that is a full academic year.
- $3,500 if they have completed the first year of study and the remainder of their program is a full academic year.
- $5,500 a year if they have completed two years of study and the remainder of the program is at least one academic year.

The total Stafford Loan debt that a dependent undergraduate student may accumulate is $23,000.

The amounts given are the maximum amounts that can be borrowed; however, students cannot borrow more than the cost of education at Southern Adventist University minus any other financial aid they receive.

Independent undergraduate students may borrow up to:

- $6,625 if they are first-year students enrolled in a program of study that is a full academic year. (At least $4,000 of this amount must be in unsubsidized Stafford Loans.)
- $7,500 if they have completed the first year of study and the remainder of the program is a full academic year. (At least $4,000 of this amount must be in unsubsidized Stafford Loans.)
- $10,500 a year if they have completed two years of study and the remainder of their program is at least one academic year. (At least $5,000 of this amount must be in unsubsidized Stafford Loans.)

The total Stafford Loan debt that an independent undergraduate student may accumulate is $46,000.

The amounts given are the maximum amounts that can be borrowed; however, students cannot borrow more than the cost of education at Southern Adventist University minus any other financial aid they receive.

Associate Degree Students may only borrow up to the second year level.

Undergraduate Students Attending Less than a Full Academic Year may borrow an amount which will be less than the amounts listed above. Information about how much may be borrowed can be obtained from the Student Finance Office.

Graduate Students may borrow up to $18,500 in Stafford loans annually for each academic year, with subsidized Stafford loans comprising no more than $8,500 of the total amount. The student may not borrow more than $65,500 for the total graduate program.

The amounts given are the maximum amounts that can be borrowed; however, students cannot borrow more than the cost of education at Southern Adventist University minus any other financial aid they receive.

Work

FEDERAL WORK-STUDY PROGRAM — Federal Work/Study funds are available to undergraduate students with demonstrated financial need. Under the Federal Work-Study program, the employer pays a small part of the student's

wages, and the government pays the remainder. Most work-study positions are on campus. Students are responsible to acquire their own jobs and sign a Federal Work-Study contract.

Students can work part-time while they are in school. They can work full-time during the summer and other vacation periods. The basic pay rate is no less than the current minimum wage. The rate varies depending on the skill and experience needed for the job.

Other Grants, Loans, and Scholarships

Grants, loans, and scholarships are available to students meeting the above requirements or having exceptional academic achievements. Details concerning amounts and qualifications for recipients of these funds can be obtained from the Student Finance Office.

Veterans' Benefits

Southern Adventist University is approved for the training of veterans as an accredited training institution. V.A. benefits are not available to students on the L. W. Blake Hospital, and Bayonet Point Medical Center, and may not be available for students enrolled in classes offered off the Collegedale campus. Those who qualify for educational benefits should contact the nearest Department of Veterans' Affairs.

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Adventist University is required to report promptly to the V.A. the last day of attendance when an eligible student withdraws or stops attending classes regularly.

A recipient may not receive benefits for any course that does not fulfill requirements for his/her stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

FINANCIAL AID REQUIREMENTS

General Requirements

Financial aid awards are made for one academic year to students who are accepted for admission and demonstrate a financial need. Recipients of government aid **must hold U.S. citizenship or a permanent resident visa.** (Visa documents must be submitted with aid application.) Students desiring aid **must** reapply each year, have a GED or high school diploma on file in the Records Office, and continue to make satisfactory academic progress toward a degree to receive financial aid.

WARNING: If a student purposely gives false or misleading information on the Federal Aid Application, s/he may be fined $10,000, sent to prison, or both.

Academic Progress Requirements

ACADEMIC PROGRESS POLICY

In order to be eligible for financial aid, recipients must maintain satisfactory academic progress toward a degree. (Satisfactory academic progress is defined in the following section.) If a student does not maintain satisfactory academic progress or fails to attend classes, prepare and submit required class work, or take required examinations, financial aid will be suspended.

If a student whose financial aid has been suspended for any of the above

reasons feels that unusual and unavoidable circumstances led to this suspension, the suspension may be appealed to the Academic Progress Committee. This policy is generally applied to financial aid from institutional and private sources as well as federal programs.

ACADEMIC PROGRESS DEFINITION

According to the 1986 Higher Education Amendments, all financial aid recipients must maintain satisfactory academic progress towards a degree, as measured both qualitatively and quantitatively, in order to continue to receive financial aid.

A financial aid recipient's progress at Southern Adventist University will be based on the student's **enrollment status** which is determined by the number of hours attempted. **Academic progress** will be measured by the number of hours the student has successfully completed during the academic year..

A financial aid recipient will be expected to complete not less than the minimum hours required by his/her enrollment status of:

1.	Full time 12 hours or more/semester	24 hours or more/year
2.	3/4 time 9-11 hours/semester	18-22 hours/year
3.	½ time 6-8 hours/semester	12-16 hours/year

This requirement allows a student the equivalent of ten full-time semesters to complete a four-year degree, and the equivalent of six full-time semesters to complete a two-year degree.

For purposes of academic record-keeping only, students enrolled for 12 or more semester hours and students in the last semester of their senior year who are taking all the courses required for graduation (but no fewer than 8 semester hours) will be defined as full-time students.

FORMULA FOR ACADEMIC PROGRESS

Enrollment status (as outlined above) x 12 hours (full-time equivalent) = hours needed for progress. **A student who fails to meet this formula will have until June 30 of the award year to successfully complete the required hours. No federal aid is available for make-up hours.**

For the purpose of this policy, a student must also maintain a cumulative and resident grade point average above the suspension levels as stated in the following schedules:

Cumulative Semester Hours	*Required GPA Level (Includes Resident and Cumulative GPA)*
6 - 48	1.50
49 - 64	1.65
65 - 80	1.75
81 - 93	1.85
94 - 119	1.95
120 up	2.00

A student's financial aid will be suspended if s/he does not maintain satisfactory academic progress as set forth above.

FINANCIAL AID PROBATION POLICY

1. Students who fail to maintain satisfactory academic progress will be placed on financial aid probation the following semester. The recipient must see a financial aid counselor before aid will be released for the probationary semester. This aid is subject to adjustment or cancellation.
2. A minimum Southern Adventist University and cumulative GPA as listed in the requirements above must be attained by the end of the probation semester or financial aid will be suspended.

PROCEDURE FOR APPEAL AND REINSTATEMENT OF FINANCIAL AID

Students may submit a written appeal to the Academic Progress Committee describing the circumstances which contributed to their failure to make academic progress. This appeal must also include an outlined program of commitment to meet measurable satisfactory academic requirements.

When financial aid is suspended, a request for reinstatement may be made when the student has completed a minimum of 12 additional semester hours and has met the satisfactory academic requirements.

Financial Need Requirements

FINANCIAL NEED ANALYSIS

The financial aid program is administered in conjunction with the nationally-established policy and philosophy that **the parents are the primary and responsible source for helping a student to meet his/her educational costs.** Financial aid is available to help fill the gap between the student's own resources (parental contribution, summer earnings, and savings) and the total cost of attending Southern Adventist University. The amount of parental contribution is based on the family's net income, number of dependents, allowable expenses, indebtedness, and assets. The Family Financial Need Analysis from the American College Testing Program is used in determining a student's eligibility for financial aid.

Exceptions to the financial need requirements are private scholarships awarded on the basis of academic achievement.

FINANCIAL AID OVERAWARDS

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due or overawards will be charged to the student's account.

Enrollment Requirements

Eligibility for Southern Adventist University funds is based upon the number of hours being taken on the Southern Adventist University campus.

FINANCIAL AID APPLICATION PROCEDURES

Financial Aid Applications

The following documents must be submitted annually to apply for the federal, (including federal loans) state, and institutional aid programs:

1. The Free Application for Federal Student Aid (FAFSA), or Federal Aid Renewal Application (FARA) for returning students. This application should be mailed directly to the Federal Aid Programs in the attached envelope.
2. The Southern Adventist University (SAU) application for financial aid. This application should be mailed to SAU Student Finance Office
3. A financial aid transcript from the school attended first semester. (A financial aid transcript is required only of students who attended other colleges or universities first semester and transferred to SAU second semester.) A financial aid transcript is required even if no aid was received.
4. Copies of parents' income tax return (exact signed copies of all schedules and W-2 forms sent to IRS). These copies should be mailed to SAU with the SAU application for financial aid.
5. Copies of student's signed income tax return including W-2 forms. These copies should be mailed to SAU with the SAU application for financial aid.
6. A Stafford Loan application, with a preferred lender indicated. A list of preferred lenders is supplied with the loan application. The student's section only should be completed and mailed to SAU Student Finance Office.

Application packets are available in January of each year and may be obtained by contacting Southern Adventist University Student Finance Office. Students are urged to complete applications as early as possible after the family income tax returns have been completed. Income tax returns only have to be completed, not necessarily mailed to the IRS, before submitting the financial aid application.

Transfer Student Financial Aid Applications

Financial aid for students transferring from other institutions will be determined by their academic standing, which will be calculated on all hours they have attempted. Students with a GPA below the policy stated above will be on financial aid probation, provided that they were eligible for continuing aid at the institution from which they transferred. Deletion of transfer hours from Southern Adventist University academic records may affect a student's financial aid eligibility, depending on the number of hours deleted. Any change in academic program, such as changing from a baccalaureate degree program to an associate degree program, or from an associate degree program to a one-year certificate degree program, may affect a student's eligibility for financial aid.

If financial aid has been suspended at the previous institution, the student must follow Southern Adventist University's procedure for appeal and reinstatement of financial aid.

Transient Student Financial Aid Applications

Financial aid for transient students is available when a student receives a transient student permission letter from the Records Office.

Eligibility for Federal Pell Grant and Federal Family Education Loans (Stafford, Unsubsidized Stafford, Parent PLUS) will be based on total hours enrolled at both institutions. Costs at both institutions will be a factor in determining eligibility.

FINANCIAL AID AWARD AND DISBURSEMENT PROCEDURES

Financial Aid Award Procedures

A Financial Aid Award Letter will be sent to each applicant only after Southern Adventist University's Student Finance Office receives all the necessary documents to process financial aid, including the FAFSA results (electronically received from the federal processor). To confirm and reserve the funds offered, students should return the signed acceptance of the offer within **ten days** of

receipt.

Financial aid awards are made on a rolling basis, as long as funds are available, with the neediest students receiving priority. The financial aid award package will usually consist of: 1) Federal Work/Study, 2) Federal student loans, 3) federal, state, private or institutional grants or scholarships.

Disbursement of Financial Aid Funds

Financial aid awards are disbursed equally each semester. The disbursement will show as a credit on a student's account. Loan funds received from the federal loan programs will in most cases be automatically credited to the student's account. In the cases where the funds are received in the form of physical checks, the checks will be available for signing in the Disbursement Office. In addition, an entrance interview is required for first-time borrowers prior to receiving their loan funds. An exit interview is required when a student graduates or terminates his/her studies at SAU. A student's diploma and/or academic transcripts will not be released until an exit interview is completed.

Financial Aid Overaward Procedures

When financial aid recipients receive additional resources not included in the financial aid award letter, it is the student's responsibility to report these funds to the Student Finance Office. Federal regulations prohibit "overawards;" therefore, when the total of all resources exceeds the allowable student budget, financial aid awards must be adjusted. When financial aid funds have already been credited to the student's statement, any refunds due or overawards will be charged to the student's account.

FINANCIAL AID REFUND AND REPAYMENT POLICIES

Financial Aid Refund Policy

The tuition refund policy for students withdrawing from classes is outlined on page 252.

Since financial aid is considered to be used first for direct educational costs (tuition, fees, room, board, and books), when a student withdraws from all classes and under the refund policy receives a refund of these charges, any credit will be used to reimburse financial aid programs first, and any remaining credit will be refunded to the student. The refund amount will be determined by comparing the federal refund policy with SAU refund policy and making calculations according to the policy which gives the largest refund to the student.

The amount that must be repaid for Federal Title IV funds and other federal and state aid funds is determined in the following manner:

All financial aid posted to a student's account and cash payments credited to the account for SAU costs are deducted from the total charges for the period of enrollment to determine the amount of unpaid charges.

After determining the unpaid charges, a federal refund policy calculation is used to determine the amount of financial aid SAU is allowed to retain, the amount that must be repaid to the federal financial aid programs and the amount refunded to the student. (Examples of these calculations are available in the Student Finance Office).

According to regulations, refunds due to Federal Title IV programs must be allocated according to the following priority:

1. Unsubsidized Federal Stafford loans
2. Subsidized Federal Stafford loans
3. Parent Federal (PLUS) loans
4. Federal Perkins loans
5. Federal Pell Grant program
6. Federal SEOG program
7. Other Title IV aid programs
8. Any other Federal or State aid programs
9. Student/Parent.

Financial Aid Repayment Policy

There are specific repayment policies for students who withdraw completely from SAU and have received financial aid in excess of their incurred educational costs. An example would be the student who received a Stafford Loan and did not use the full amount for educational costs. A student owing a repayment to any federally funded student aid program cannot receive any type of federal student aid for future enrollment periods until repayments have been made.

Deferment of Financial Aid Repayment for Student Missionaries/Task Force Workers

Any student desiring to serve as a Student Missionary or in a Task Force position needs to apply through the Chaplain's Office. The General Conference policy requires the completion of the course Student Missions Orientation Class, NOND 099, prior to placement in a volunteer position. The orientation class is taught the last nine weeks of the second semester. Students who register for NOND 099 will not receive any academic credit hours.

Those students who desire deferment on their student loan payments during their mission service placement must enroll in NOND 227 Christian Service I, 6 hours, and NOND 228 Christian Service II, 6 hours.

To receive 12 hours of academic credit, the student must complete a full academic year of service. Students enrolled in NOND 227 and 228 must have taken NOND 099 as a prerequisite. A maximum of 12 hours is available during the year of service. Tuition is charged at ten percent of the current rate. Specific details regarding academic assignments may be obtained from the Chaplain's Office.

Before final authorization may be obtained, all students going as Student Missionaries or Task Force workers must be cleared by the Student Finance Office. The section "Family Rebate" has relevant information fora Student Missionary/Task Force Worker who has a sibling attending Southern Adventist University."

THE REGISTRY

BOARD OF TRUSTEES

* Malcolm Gordon, *Chair*
** E. A. Anderson
* Gordon Bietz
Mardian Blair
Rudy Broomes
Roy Brown
** Tom Campbell
* Richard Center
Joan Coggin
Ken Coonley
Jeff Coston
** Edythe Cothren
Mel Eisele
* Larry Evans
** Charles Fleming, Jr.
Julius Garner
R. R. Hallock
Scott Hodges
* Bill Hulsey
** William A. Iles
Don Jernigan
** O. R. Johnson
Gerald Kovalski
Joe McCoy
* Ellsworth McKee
* James Ray McKinney
Denzil McNeilus
V. J. Mendinghall
** Harold Moody
Frank Potts, Jr.
Gordon Retzer
Volker Schmidt
Carroll Shoffner
* Ward Sumpter
Carl Swafford
Joan Taylor
** Martha Ulmer
John Wagner
Tom Werner
** J. H. Whitehead
Ed Wright
YAPC President Elect

* Members of the Executive Board
** Honorary Trustees

UNIVERSITY ADMINISTRATION

PRESIDENT
Gordon Bietz, D.Min. (1997) ..... President

Center for Learning Success
Sheila Smith, M.A. (1997) ..... Director, Center for Learning Success

Information Systems
..... Executive Director, Information Systems
John Beckett, B.A. (1975) ..... Director, Information Systems
Judy DeLay, B.A. (1982) ..... Associate Director, Information Systems
Ted Ashton, B.S.E. (1995) ..... Computer Analyst/Programmer
William Estep (1979) ..... Computer Operations Manager
Clifford Williams, B.A. (1994) ..... Computer Analyst/Programmer
Merlin Wittenberg, M.Ed. (1984) ..... Technical Support Manager

Software Technology
Dalton Athey (1994) ..... Associate Director, Software Technology

ACADEMIC ADMINISTRATION
George P. Babcock, Ed.D (1991) ..... Senior Vice President, Academic Administration
Katie Lamb, M.S.N. (1972) ..... Associate Vice President, Academic Administration
Institutional Effectiveness and Research

Instructional Media
Frank Di Memmo, M.S. (1980) ..... Director, Instructional Media

Library
Peggy Bennett, M.S.L.S. (1971) ..... Director, Libraries
Loranne Grace, M.L.S. (1970) ..... Associate Librarian
Ann Greer, M.L.I.S. (1995) ..... Assistant Librarian
Katye Hunt, M.S.L.S. (1976) ..... Director, ANGEL Program
Brian Jackson, M.S.L.S. (1997) ..... Assistant Librarian
Ron Miller, B.S. (1995) ..... Computer Support
Patricia Morrison, M.L.S. (1981) ..... Associate Librarian

Records and Advisement
Joni Zier, M.Ed. (1993) ..... Director, Records and Advisement
Sharon McGrady, M.Ed. (1977) ..... Assistant Director, Records and Advisement

ADVANCEMENT
David Burghart, M.Mus.Ed. (1998) ..... Vice President, Advancement

Alumni
Jim Ashlock, Ed.D. (1991) ..... Director, Alumni/Relations

Development
Ken Norton, B.S. (1988) ..... Director, Development

Planned Giving
Paul Smith, M.Div. (1991) ..... Director, Planned Giving

WSMC FM90.5
Diana Fish (1996) ..... Director, Development

ENROLLMENT SERVICES
Vinita Sauder, M.B.A. (1983) ..... Vice President, Marketing and Enrollment Services

Admissions
Victor Czerkasij, B.A. (1993) ..... Director, Admissions & Recruitment
Michael McClung, B.A. (1996) ..... Admissions Adviser
Bert Ringer, M.Div. (1996) ..... Admissions Adviser
Bob Silver, M.A. (1985) ..... Director, Telecounseling

Public Relations
Doris Burdick, B.A. (1983) ..... Director, Publications Relations
Ingrid Skantz, B.S. (1990) ..... Public Relations Assistant

Student Finance
Don Tucker, B.S. (1996) ..... Director, Student Finance
Donna Myers (1972) ..... Assistant Director, Student Finance

FINANCIAL ADMINISTRATION
Dale J. Bidwell, B.S. (1989) ..... Senior Vice President, Financial Administration
Helen Durichek, B.A. (1986) ..... Associate Vice President, Financial Administration

Accounting and Financial Services
James S. Caskey, C.P.A. (1996) ..... Controller
David Huisman, M.B.A. (1992) ..... Chief Accountant
David Olson, M.B.A. (1995) ..... Payroll Accountant
Darel Tetz (1997) ..... Senior Accountant

Human Resources
Elsworth Hetke, M.A. (1991) ..... Director, Human Resources
Allen Olsen (1984) ..... Manager, Risk Insurance and Loss Control

Industries
William Vargas (1997) ..... Manager, College Press
Jere Conerly (1961) ..... Assistant Manager, College Press
Wayne Janzen, Ed.D. (1992) ..... Manager, Southern Carton Industry
Jim Burrus (1993) ..... Manager, Village Market
Rita Wohlers (1987) ..... Manager, Campus Shop

Services
Mark Antone, A.S. (1984) ..... Director, Landscape Services
Barry Becker (1993) ..... Director, Motor Pool
Earl Evans, B.S. (1977) ..... Director, Food Service
Charles Lucas (1984) ..... Director, Plant Services
Ed Lucas (1987) ..... Director, Energy Management
Dick Myers (1971) ..... Assistant Director, Plant Services
Dennis Schreiner (1997) ..... Director, Service

STUDENT SERVICES ADMINISTRATION
William Wohlers, Ph.D. (1973) ..... Vice President, Student Services

Campus Chaplain
Ken Rogers, M.A. (1991) ..... Chaplain

Campus Safety
..... Director, Campus Safety
Donald Hart, A.S. (1993) ..... Assistant Director, Campus Safety

Counseling and Testing
Jim Wampler, Ed.S. (1993) ..... Director, Counseling and Testing
Midge Dunzweiler, M.S. (1993) ..... Associate Director, Counseling

Health Service
Eleanor Hanson, R.N. (1966) ..... Director, Health Service
David Winters, O.D. (1980) ..... Physician

Residence Halls
Helen Bledsoe, B.S. (1984) ..... Associate Dean of Women
Sharon Engel (1986) ..... Dean of Women
Beverly Ericson, B.S. (1988) ..... Associate Dean of Women
Kassandra Krause, B.S. (1987) ..... Associate Dean of Women
Jeffrey Erhard, M.A.T. (1997) ..... Assistant Dean of Men
Dwight Magers, M.A. (1993) ..... Dean of Men
Dennis Negron, M.A. (1993) ..... Associate Dean of Men
Oneita Turner, B.S. (1990) ..... Director, Residence Halls, Housekeeping & Maintenance

CHURCH PASTORS
Randy Harr, B.S. (1991) ..... Youth Pastor
James Herman, B.A. (1976) ..... Children's Ministries Pastor
Dwight Herod, M.Div. (1995) ..... Family Ministries Pastor
Cherie Smith, B.S. (1996) ..... Community Chaplain
Ed Wright, D.Min. (1985) ..... Senior Pastor

FACULTY EMERITI

Ronald M. Barrow, Ph.D., *Vice President Emeritus for Admissions and College Relations*

Douglas Bennett, Ph.D., *Professor Emeritus of Religion*

Joyce Cotham, M.B.Ed., *Associate Professor Emerita of Office Administration*

Thelma Cushman, M.A., *Associate Professor Emerita of Home Economics*

Kenneth R. Davis, M.A., *Director Emeritus of Counseling and Testing*

Donald Dick, Ph.D., *Professor Emeritus of Speech Communication*

Mary Elam, M.A., *Associate Vice President Emerita of Academic Administration*

Charles Fleming, Jr., M.B.A., *Business Manager Emeritus*

Cyril F. W. Futcher, Ed.D., *Vice President Emeritus of Academic Administration*

Floyd Greenleaf, Ph.D., *Vice President Emeritus of Academic Administration*

Edgar O. Grundset, M.A., *Associate Professor Emeritus of Biology*

Ray Hefferlin, Ph.D., *Professor Emeritus of Physics*

Duane F. Houck, Ph.D., *Professor Emeritus of Biology*

Shirley Howard, M.S., *Associate Professor Emerita of Nursing*

Bonnie Hunt, M.S., *Associate Professor Emerita of Nursing*

K. M. Kennedy, Ed.D., *Professor Emeritus of Education*

H. H. Kuhlman, Ph.D., *Professor Emeritus of Biology*

Evlyn Lindberg, M.A., *Associate Professor Emerita of English*

Robert Merchant, M.B.A., *Treasurer Emeritus*

Clifford Myers, Sr., *Director Emeritus of Campus Safety*

Louesa Peters, B.A., *Associate Treasurer Emerita*

Cyril Roe, Ed.D., *Professor Emeritus of Education*

Cecil Rolfe, Ph.D., *Professor Emeritus of Business Administration*

Barbara Ruf, Ph.D., *Professor Emerita of English*

Kenneth M. Spears, M.B.A., *Vice President Emeritus for Finance*

William H. Taylor, M.A., *Administrator Emeritus*

Mitchell Thiel, Ph.D., *Professor Emeritus of Chemistry*

Wayne E. VandeVere, Ph.D., *Professor Emeritus of Business Administration*

Erma Webb, M.S., *Associate Professor Emerita of Nursing*

INSTRUCTIONAL FACULTY

(Dates in parentheses indicate the beginning year of employment at Southern Adventist University.)

Carolyn Achata—M.S.N., Associate Professor of Nursing
B.S., University of Miami; M.S.N., The University of Tennessee, Memphis. (1994)

Pamela Ahlfeld—M.S., Associate Professor of Nursing
B.S., Southern Missionary College; M.S., Georgia State University. (1990)

J. Bruce Ashton—D.M.A., Professor of Music
B.Mus., Capital University; M. Mus., American Conservatory of Music; D.M.A., University of Cincinnati. (1968)

Joyce L. Azevedo—Ph.D., Professor of Biology
B.S., Union College; M.A. and Ph.D., University of California, Riverside. (1992)

Fern Babcock—M.A.T., Associate Professor of Education
B.L.A., Pakistan Adventist Seminary and College; M.A.T., Andrews University. (1991)

George P. Babcock—Ed.D., Professor of Education/Vice President for Academic Administration
B.A., Columbia Union College; M.A. and Ed.D., Andrews University. (1991)

Desiree Batson—M.S.N., Assistant Professor of Nursing
B.S., Southern Missionary College; M.S.N., University of Wisconsin, Madison. (1997)

Brandon Beck—M.Mus., Associate Professor of Music
B.S., Walla Walla College; M.Mus. Vandercook College of Music. (1997)

Peggy Bennett—M.S.L.S., Associate Professor of Library Science, Director of Libraries
B.S. Southern Missionary College; M.S.L.S., Florida State University. (1971)

Krystal Bishop—M.A., Associate Professor of Education
B.S., Southern Missionary College; M.A., University of South Florida. (1996)

Jack Blanco—Th.D., Ellen G. White Professor of Religion
B.A., Union College; M.A. and B.D., SDA Theological Seminary; M.Th., Princeton Theological Seminary; Th.D., University of South Africa. (1983)

Julie Boyd-Penner—M.Mus., Assistant Professor of Music
B.Mus., University of Idaho; M.Mus., Eastman School of Music. (1993)

Jared Bruckner—D.Sc., Professor of Computing
B.A., Andrews University; M.S., Illinois Institute of Technology; M.S., Worcester Polytechnic Institute; D.Sc., University of Massachusetts at Lowell. (1995)

Ken Caviness—Ph.D., Professor of Physics
B.S., Southern Missionary College; Ph.D., University of Massachusetts at Lowell. (1996)

Denise R. Childs—B.A., Assistant Professor of Communication
B.A., Walla Walla College. (1998)

Ron E. M. Clouzet—D.Min., Professor of Ministry and Evangelism
B.A., Loma Linda University, La Sierra; M.Div., Andrews University; D.Min., Fuller Theological Seminary. (1993)

Herbert Coolidge—Ph.D., C.P.A., Professor of Business and Management
B.S., Southern Missionary College; M.B.A. and Ph.D., Michigan State University. (1991)

Alberto dos Santos—Ed.D., Professor of Education and Psychology
B.A., University of South Africa; Diploma, Orion Institute of Switzerland; M.A. and Ed.D., Andrews University. (1995)

Joan dos Santos—M.A., Assistant Professor of English
B.S., Adventist University; M.A., Andrews University. (1995)

John Durichek—M.S., Associate Professor of Computing and Technology
B.S., Southern Missionary College; M.S., George Peabody College for Teachers. (1969)

Robert D. Egbert—Ph.D., Ed.D., Professor of Education and Psychology
B.A., Walla Walla College; M.S.Ed., Ed.S., and M.Ed., University of Idaho, Moscow; Ed.D., Temple University; Ph.D., Union Institute. (1993)

David Ekkens—Ph.D., Professor of Biology
B.A. and M.A., Andrews University; Ph.D., Loma Linda University. (1990)

Peggy Elkins—M.A., Associate Professor of Business and Management
B.S., Southern Missionary College; M.A., Andrews University. (1988)

Richard Erickson—M.B.A., Associate Professor of Business and Management
B.S. and M.B.A., Austin Peay State University. (1984)

Ted Evans—M.Ed., Associate Professor of Physical Education
B.S., Andrews University; M.Ed., University of Tennessee, Chattanooga. (1974)

Ann Foster—Ph.D., Assistant Professor of Biology
B.S., Southern College of Seventh-day Adventists; M.S., University of N. Texas; Ph.D., University of N. Texas (1996)

Mari-Carmen Gallego—M.A.T., Assistant Professor of Modern Languages
Diplome d'Etudes Superieures en Theologie, Institut Adventiste du Saleve, Collonges sous Saleve, France; Diplome Superieur d'Etudes Francaises Modernes, Ecole Internationale de Langue et Civilisation Francaises, Paris; M.A.T., Andrews University. (1992)

Lisa Gano—M.Acct., C.P.A., Assistant Professor of Business and Management
B.B.A., Southern College of Seventh-day Adventists; M.Acct., University of Tennessee, Knoxville. (1994)

Philip G. Garver—Ed.D., Professor of Physical Education
B.S., Southern Missionary College; M.S., Eastern Michigan University; Ed.D., University of Tennessee, Knoxville. (1976)

***David Gerstle—M.S.N., Associate Professor of Nursing**
B.S., Union College; M.S.N., University of Texas. (1994)

Orlo Gilbert—D.F.A., Professor of Music
B.M.E., La Sierra College; M.Mus.Ed., Madison State Teachers College, D.F.A., Southern Adventist University. (1967)

Judith Glass—M.Mus., Professor of Music
B.Mus. and M.Mus., University of Texas at Austin. (1975)

*Study Leave

Loranne Grace—M.L.S., Associate Professor of Library Science
B.S., Walla Walla College; M.L.S., University of Washington. (1970)

Jon Green—Ph.D., Professor of Education
B.A., La Sierra College; M.S., Loma Linda University; M.A., Andrews University; Ph.D., Georgia State University. (1989)

Ann Greer—M.L.I.S., Assistant Professor of Library Science
B.G.S., Indiana University; M.L.I.S., Louisiana State University. (1995)

Sheryl Gregory—Ph.D., Associate Professor of Psychology
B.A., Alfred University; M.A., Andrews University; Ph.D., Andrews University. (1996)

Leona Gulley—Ed.D., Professor of Psychology
B.S., Columbia Union College; M.A., Far East Theological Seminary; M.H.S., Philippine Union College; M.S., Andrews University; Ed.D., Vanderbilt University. (1978)

Norman Gulley—Ph.D., Professor of Religion
Diploma in Theology, Newbold College; B.A., Southern Missionary College; M.A. and M.Div., Andrews University; Ph.D., University of Edinburgh. (1978)

***Richard Halterman—M.S., Associate Professor of Computing**
B.S., Florida Southern College; M.S., Florida Atlantic University. (1987)

Jan Haluska—Ph.D., Professor of English
B.S., Pacific Union College; M.A., Andrews University; Ph.D., University of Tennessee, Knoxville. (1981)

Chris Hansen—Ph.D., Associate Professor of Physics
B.S., Southern College of Seventh-day Adventists; Ph.D., Colorado State University. (1996)

Lawrence E. Hanson—Ph.D., Professor of Mathematics
B.A., California State University; M.A., University of California; Ph.D., Florida State University. (1966)

Pamela Harris—Ph.D., Professor of Journalism
B.A., Southern Missionary College; M.L.S., George Peabody College of Vanderbilt University; Ph.D., University of Tennessee, Knoxville. (1989)

Michael Hasel—Ph.D., Assistant Professor of Religion
B.A. and M.A., Andrews University; M.A and Ph.D., University of Arizona. (1998)

Nancy Haugen—M.S.N., Assistant Professor of Nursing
B.S., Southern College of Seventh-day Adventists; M.S.N., Louisiana State University. (1995)

Carole Haynes—Ed.D., Professor of Education
B.S., Southern Missionary College; M.Ed., University of Tennessee, Chattanooga; Ed.D., University of Tennessee, Knoxville. (1982)

Wayne Hazen—M.F.A., Professor of Art
B.F.A., Atlantic Union College; M.F.A., University of Notre Dame. (1997)

Volker Henning—Ph.D., Professor of Journalism
B.A., Southern Missionary College; M.Div., Andrews University; M.A., University of Central Florida; Ph.D., University of Tennessee, Knoxville. (1989)

*Study Leave

***Debbie Higgens—M.A., Assistant Professor of English**
B.A., Columbia Union College; M.A., Andrews University. (1993)

Lorella Howard—M.S.N., Associate Professor of Nursing
B.S.N., Southern College of Seventh-day Adventists; M.S.N., Vanderbilt University. (1994)

Constance Hunt—M.S., Assistant Professor of Nursing
B.S., Southern College of Seventh-day Adventists; M.S., Texas Woman's University. (1995)

Katye Hunt—M.S.L.S., Associate Professor of Library Science
B.S., Southern Missionary College; M.S.L.S., University of Tennessee, Knoxville. (1976)

Phil Hunt—Ed.D., Professor of Nursing
B.S., Southern College of Seventh-day Adventists; M.Ed., Columbia University; Ed.D., Andrews University. (1995)

Bradley G. Hyde—M.S.C.S., Associate Professor of Computing
B.A., Southern Missionary College; M.S.C.S., Maryland University. (1988)

Brian Jackson—M.A., Assistant Professor of Library Science
B.A. and M.A., University of Arizona; M.A., Andrews University. (1997)

Steven Jaecks—M.Ed., Associate Professor of Physical Education
B.A., Loma Linda University; M.Ed., University of Tennessee, Chattanooga. (1980)

Barbara James—M.S.N., Associate Professor of Nursing
B.S., Southern Missionary College; M.S.N., University of Texas at Arlington. (1991)

John Keyes—Ed.S., Professor of Journalism and Communication
B.A., Asbury College; M.A., Central Michigan University; M.A.T., Andrews University; M.L.S., Vanderbilt University; Ed.S., George Peabody College for Teachers. (1987)

Timothy Korson—Ph.D., Professor of Computing
B.A., Atlantic Union College; M.S., Ohio University; Ph.D., Georgia State University. (1995)

Henry Kuhlman—Ph.D., Professor of Physics
B.A., Emmanuel Missionary College; M.A., Western Michigan University; Ph.D., Purdue University. (1968)

Judson Lake—D.Min., Associate Professor of Religion
B.A., Southern Missionary College; M.Div., Andrews University; D.Min., Reformed Theological Seminary. (1997)

Edward L. Lamb—M.S.S.W., A.C.S.W., Professor of Social Work and Family Studies
B.S., Union College; M.S.S.W., University of Tennessee, Knoxville. (1971)

Donn Leatherman—M.Div., Associate Professor of Religion
B.Th., Canadian Union College; M.Div., Andrews University. (1992)

Merritt MacLafferty—M.A., Associate Professor of Computing
B.A., Union College; M.A., Pacific Union College. (1980)

Ben McArthur—Ph.D., Professor of History
B.A., Andrews University; M.A. and Ph.D., University of Chicago. (1979)

*Study Leave

Caroline McArthur—M.S., Associate Professor of Nursing
B.S., University of Mississippi; M.S., Emory University. (1979)

Wilma McClarty—Ed.D., Professor of English
B.A. and M.A., Andrews University; Ed.D., University of Montana. (1972)

Denise Michaelis—M.A., Assistant Professor of Education
B.A. La Sierra University; M.A., Sonomo State University. (1996)

Robert Moore—Ed.D., Professor of Mathematics
B.A., Southern Missionary College; M.S., University of North Carolina; Ed.D., The University of Georgia. (1979)

Derek Morris—D. Min., Professor of Religion
B.A., Columbia Union College; M.Div. and D.Min., Andrews University; and D.Min. Candidate in Homiletics, Gordon-Conwell Theological Seminary. (1987)

Patricia C. Morrison—M.L.S., Associate Professor of Library Science/Assistant Director of Libraries
B.S., East Carolina University; M.L.S., Vanderbilt University. (1981)

Heather Neal—B.S., Assistant Professor of Health, Physical Education, and Recreation
B.S., Southern College of Seventh-day Adventists. (1995)

Laura Nyirady—M.S.N., Associate Professor of Nursing
B.S., Loma Linda University; M.S.N., Boston University. (1986)

Stephen A. Nyirady—Ph.D., Professor of Biology
B.A., Atlantic Union College; M.S. and Ph.D., Loma Linda University. (1986)

Cliff Olson—Ph.D., Professor of Business and Management
B.A., University of Northern Colorado; M.A., Colorado State University; Ph.D., Colorado State University. (1989)

Helmut K. Ott—Ed.D., Professor of Modern Languages
B.A., Loma Linda College of Arts and Sciences; M.A., Inter-American University; M.A. and Ed.D., Andrews University. (1971)

Mark Peach—Ph.D., Professor of History
B.A., Walla Walla College; M.A., Washington State University; Ph.D., University of Chicago. (1987)

John Perumal—Ph.D., Associate Professor of Biology
B.A., Spicer Memorial College; M.S., University of Pune; Ph.D., The University of Western Ontario (1993)

Dennis Pettibone—Ph.D., Professor of History
B.A., La Sierra College; M.A., Loma Linda University; Ph.D., University of California, Riverside. (1988)

Helen Pyke—M.A., Associate Professor of English
B.A., Walla Walla College; M.A., University of Tennessee, Chattanooga. (1990)

Dana Reed-Krause—M.S., Associate Professor of Nursing
B.S., Southern College of Seventh-day Adventists; M.S., Texas Woman's University. (1992)

Kenneth Reynolds—Instructor of Technology (1992)

Arthur Richert—Ph.D., Professor of Mathematics
B.A., Southern Missionary College; M.A. and Ph.D., University of Texas. (1970)

MaryAnn Roberts—M.S.N., Associate Professor of Nursing
B.S. and M.S.N., Andrews University. (1992)

Marvin L. Robertson—Ph.D., Professor of Music
B.Mus., Walla Walla College; M.A., University of Northern Colorado; Ph.D., Florida State University. (1966)

Ezequiel Rocha—B.F.A., Instructor of Art
B.F.A., Moutemorelos University. (1998)

Stephen Ruf—B.S., Assistant Professor of Journalism and Communication
B.S., University of Tennessee, Knoxville. (1996)

Terrie Ruff—M.S.W., Associate Professor of Social Work and Family Studies
B.S.W., Columbia College; M.S.W., University of South Carolina. (1990)

Yvonne Scarlett—M.Ed. Associate Professor of Nursing
B.S. and M.Ed., University of Alberta. (1997)

Bruce Schilling—Ph.D., Associate Professor of Chemistry
B.S., Andrews University; Ph.D., California Institute of Technology. (1996)

Rhonda Scott-Ennis—Ph.D., Professor of Chemistry
B.S., Union College; Ph.D., University of California, Riverside. (1997)

Jim Segar—M.A., Professor of Business and Management
B.A., Andrews University; M.A., Central Michigan University. (1993)

David Smith—Ph.D., Professor of English
B.A. and M.A., Andrews University; Ph.D., University of Tennessee, Knoxville. (1981)

Sheila Smith—M.A., Assistant Professor of Special Education
B.A., Southern College of Seventh-day Adventists; M.A., University of Tennessee, Chattanooga (1997)

Keith Snyder—Ph.D., Professor of Biology
B.S. and M.S., Andrews University; Ph.D., Washington State University. (1995)

Shirley Spears—M.S., Associate Professor of Nursing
B.S., Southern Missionary College; M.S., University of Alabama at Birmingham. (1990)

Jean Springett—M.S., Associate Professor of Nursing
B.S., Columbia Union College; M.S., University of Maryland. (1991)

Carleton Swafford—Ph.D., Associate Professor of Education
B.A., Southern Missionary College; M.S. and Ph.D., University of Tennessee, Knoxville. (1992)

Donald Van Ornam—Ph.D., Professor of Business and Management
B.A., La Sierra College; M.S., University of California, Los Angeles; Ph.D., Claremont Graduate University. (1997)

Maritu Wagaw—Ph.D., Professor of Business and Management
B.S., Philippine Union College; M.S., University of St. Thomas, Philippines; Ph.D., University of St. Thomas, Philippines. (1997)

Dale Walters—M.S., Associate Professor of Technology
B.S., Southern Missionary College; M.S., East Tennessee State University. (1988)

Robert Webster—D.H.S., L.N.H.A., E.M.T., F.A.C.H.E., Associate Professor of Business and Management
B.A., Andrews University; M.P.H. and M.H.A., Loma Linda University; D.H.S., Loma Linda University. (1997)

Neville Webster, D.Commerce, Professor of Business and Management
B.Comm., M.Comm., and D.Comm., University of South Africa. (1997)

Jon Wentworth—M.B.A., Associate Professor of Business and Management
B.A., B.S., Southern Missionary College; M.B.A. University of Tennessee. (1996)

Brian Willard—Ph.D., Associate Professor of Computing
B.S., University of Central Florida; M.S. and Ph.D., Florida Institute of Technology. (1998)

Larry Williams—M.S.W., Associate Professor of Social Work and Family Studies
B.S., Southern Missionary College; M.S.W., University of Georgia. (1983)

Judy Winters—M.N., Associate Professor of Nursing
B.S., Southern Missionary College; M.N., Emory University. (1990)

William Wohlers—Ph.D., Professor of History/Vice President for Student Services
B.A., Walla Walla College; M.A., Andrews University; Ph.D., University of Nebraska. (1973)

1998-99 University Committees

Administrative Committees

Administrative Council: Gordon Bietz, Chair; Doris Burdick, Secretary; Jim Ashlock, George Babcock, Dale Bidwell, David Burghart, Jim Caskey, Victor Czerkasij, Helen Durichek, Elsworth Hetke, Katie Lamb, Ken Norton, Vinita Sauder, Paul Smith, Don Tucker, William Wohlers, Joni Zier, Executive Director of Information Systems, Student Services Representative, Don Van Ornam (99), Faculty Member (00)

Admission/Recruitment Committee: Vinita Sauder, Chair; Victor Czerkasij, Vice Chair; Susan Brown, Secretary; Joanne Evans, Mike McClung, Bert Ringer, Bob Silver, Don Tucker

Assessment and Effectiveness Review Committee: Katie Lamb, Chair; Bert Coolidge, Larry Hanson, Ben McArthur, Jim Wampler, Joni Zier

Employee Wellness Committee: Phil Garver, Chair; Dale Collins (ret.), Helen Durichek, Phil Hunt, Heather Neal, Laura Nyirady, Judie Port, Merlin Wittenberg

Financial Aid/Academic Progress Committee: Don Tucker, Chair; George Babcock, Victor Czerkasij, Marc Grundy, Donna Myers, Vinita Sauder, Joni Zier

Financial Appeals Committee: Don Tucker, Chair; Dale Bidwell (or designee), Victor Czerkasij, Marlene Keaton, Sherilyn Lacy, Vinita Sauder, Jayne Wyche

Financial Statement/Budget Review: Helen Durichek, Chair; George Babcock, Dale Bidwell, Gordon Bietz, David Burghart, Jim Caskey, Katie Lamb, Vinita Sauder, William Wohlers

Fund Raising Committee: David Burghart, Chair; Paul Smith, Vice Chair; Evonne Crook, Secretary; Jim Ashlock, Phil Garver, David Huisman, Diana Fish, Ken Norton, Marvin Robertson

Human Resources Committee: Dale Bidwell, Chair; Elsworth Hetke, Vice Chair and Secretary; Evonne Crook (99), Cindy McBryar (00), Allen Olsen, Jan Rice (99), Steven Ruf (00), Don Tucker, Oneita Turner (00),

Key/Access Committee: William Wohlers, Chair; Helen Durichek, Don Hart, Elsworth Hetke, Henry Kuhlman, Charles Lucas, Director of Campus Safety

Loans and Scholarship Committee: Don Tucker, Chair; Dale Bidwell, David Burghart, Victor Czerkasij, Sharon Engel (or designee), Dwight Magers (or designee), Donna Myers, Vinita Sauder, 2 Teaching Faculty Appointed by Faculty Senate

Marketing and Communication Council: Vinita Sauder, Chair; David Burghart, Vice Chair; Susan Brown, Secretary; Doris Burdick, Victor Czerkasij, Dwight Magers (99), Stephen Ruf (99), Don Tucker, student representative

Naming Committee: David Burghart, Chair; Dale Bidwell, Gordon Bietz, Helen Durichek, Larry Hanson, Vinita Sauder

Planned Giving Committee: David Burghart, Chair; Paul Smith, Vice Chair; Carolyn Liers, Secretary; Dale Bidwell, Jim Caskey, David Huisman, Ken Norton, Jim Segar (00), Lyle Spiva (99), Randy White (00)

Plant Committee: Helen Durichek, Chair; Mark Antone, Dale Bidwell, Charles Lucas, Ed Lucas, Dennis Schreiner, Director of Campus Safety

President's Cabinet: Gordon Bietz, Chair; George Babcock, Dale Bidwell, David Burghart, Vinita Sauder, William Wohlers

Safety/Fire Prevention Committee: William Wohlers, Chair; Director of Campus Safety, Vice Chair/Secretary; Mark Antone, Barry Becker, Jim Burrus, Jeff Erhard, Bev Ericson, Earl Evans, Phil Garver, Eleanor Hanson, Don Hart, Wayne Janzen, Charles Lucas, Ed Lucas, Allen Olsen, Bruce Schilling, Dennis Schreiner, William Vargas, Dale Walters

**Appointed by Student Association
*Nominated by Faculty Senate

Strategic Planning Committee: Gordon Bietz, Chair; George Babcock, Dale Bidwell, David Burghart, Helen Durichek, Lisa Gano, Katie Lamb, Donn Leatherman, Vinita Sauder, David Smith, William Wohlers, Ed Wright

Faculty Senate
Jan Haluska, Chair; Ben McArthur, Chair-elect, Bert Coolidge, Past Chair; Ted Ashton (99) Parlimentarian, George Babcock, Dale Bidwell, Ken Caviness (99), Ron Clouzet (99), David Ekkens (00), Peggy Elkins (99), Richard Erickson (99), Ann Foster (00), Volker Henning (99), Phil Hunt (00), Barbara James (00), Jud Lake (00), Ed Lamb (99), Bob Moore (00), Steve Nyirady (00), Helen Pyke (99), Stephen Ruf (99), Rhonda Scott-Ennis (00), David Smith (99), Carl Swafford (00), Don Van Ornam (00), William Wohlers, Joni Zier (99)

Faculty Executive Committee: Jan Haluska, Chair; Ben McArthur, Chair-elect; Bert Coolidge, Past Chair; Secretary; Joyce Azevedo (99), Richard Erickson (00), Joni Zier (99), George Babcock, (ex-officio).

Senate Committees

Academic

Academic Affairs Committee:
George Babcock, Chair; Katie Lamb, Vice-chair (non-voting); Sandy Tucker, Secretary; Jack Blanco, Peggy Bennett, Jared Bruckner, Ken Caviness, Alberto dos Santos, Phil Garver, Pam Harris, Wayne Hazen, Phil Hunt, Ed Lamb, Ben McArthur, Wilma McClarty, Sharon McGrady, Steve Nyirady, Helmut Ott, Art Richert, Marvin Robertson, Vinita Sauder, Rhonda Scott-Ennis, Don Van Ornam, Dale Walters, Joni Zier,

Academic Computer Advisory Subcommittee:
George Babcock, Chair; John Beckett, Dale Bidwell, Jared Bruckner, John Durichek, Lisa Gano, Jon Green, Jan Haluska, Wayne Hazen, Merritt MacLafferty, Ron Miller, Keith Snyder, Betty Teter, Merlin Wittenberg, Executive Director of Computer Information Systems

Academic Review Subcommittee:
George Babcock, Chair; Mary Lou Segar, Secretary; Vice-President of Admissions, Joan dos Santos, Sharon Engel (or designee), Dwight Magers (or designee), Sharon McGrady, Vinita Sauder, Sheila Smith, Don Tucker (or designee), William Wohlers, Jim Wampler, Joni Zier

Academic Research Subcommittee:
Alberto dos Santos (97-00), Chair; George Babcock, David Ekkens, Ann Foster, Ray Hefferlin (at large), Dennis Pettibone (96-99), Rhonda Scott-Ennis (98-01)

a) Animal Care and Use Subcommittee:
David Ekkens, Chair; Bob Egbert, Linda Eldridge, Barry O'Neal, David Winters

b) Human Participants in Research Subcommittee:
Ann Foster, Chair; Leona Gulley, Bob Moore, MaryAnn Roberts, Religion Teacher

Advisement Subcommittee:
Sharon McGrady, Chair; Carolyn Achata (99), George Babcock, Krystal Bishop (99), Peggy Elkins (00), Ted Evans (00), Jim Wampler

Distance Learning Subcommittee:
Peg Bennett, Chair; George Babcock, Jack Blanco, Alberto dos Santos, Jon Green, Ann Greer, Pam Harris, Vinita Sauder, Don Van Ornam, Executive Director of Computer Information Systems, (Gordon Bietz, ex-officio), **2 students

General Education Subcommittee:
Dennis Pettibone, Chair; Joyce Azevedo, Jon Green, Chris Hansen, Barbara James, Jud Lake, Mark Peach, Jim Segar, (George Babcock, ex-officio)

Graduate Council:
George Babcock, Chair; Sandy Tucker, Secretary; Peg Bennett, Jack Blanco, Jared Bruckner, Phil Hunt, Alberto dos Santos, Katie Lamb, Vinita Sauder, Don VanOrnam, Joni Zier

**Appointed by Student Association
*Nominated by Faculty Senate

Preprofessional Subcommittee:
George Babcock, Chair; Mary Lou Segar, Secretary; all faculty from Biology/Chemistry/Physics, Sharon Engel (or designee), Dwight Magers (or designee), William Wohlers

Southern Scholars Subcommittee:
Wilma McClarty, Chair; Bob Egbert, Donn Leatherman, Carole Haynes, Steve Nyirady, Mark Peach(George Babcock, ex-officio)

Writing Subcommittee:
Mark Peach, Chair; Krystal Bishop, Jack Blanco, Volker Henning, Dennis Pettibone, Helen Pyke, Rhonda Scott-Ennis (George Babcock, ex-officio)

Faculty Committees

Faculty Affairs Committee:
Richard Erickson, Chair; Bruce Ashton, Joan dos Santos, Derek Morris, Helmut Ott, Terrie Ruff, William Wohlers, (Gordon Bietz, ex-officio)

Social/Recreation Subcommittee:
, Chair; Peggy Elkins, Earl Evans, Denise Michaelis, Laura Nyirady, Jan Rice, (Gordon Bietz, ex-officio)

Promotions

Promotions Committee:
Chair; George Babcock, Bert Coolidge (00), Carole Haynes (99), Ed Lamb (99), David Smith (00), Derek Morris (01), Jim Segar (01)

Student Services

Student Services Committee:
William Wohlers, Chair; Sharon Engel, Mari-Carmen Gallego, Dwight Magers, Ken Rogers, Terrie Ruff, Sheila Smith, Judy Winters, **3 students

Discipline Review Subcommittee:
William Wohlers, Chair; Dwight Magers, Sharon Engel, Jon Wentworth, one additional faculty member if needed

Film Subcommittee:
Judy Winters, Chair; Doris Burdick, Earl Evans, Loranne Grace, Norman Gulley, John Keyes, Ken Reynolds, **two students, (William Wohlers, ex-officio)

Screening Subcommittee:
Brandon Beck, Chair; Pam Ahlfeld, Julie Boyd-Penner, Beverly Ericson, Dwight Magers, (William Wohlers, ex-officio)

Spiritual Life Subcommittee:
Ken Rogers, Chair, Ron Clouzet, Bradley Hyde, Kassy Krause, Heather Neal, Dennis Negron, Shirley Spears, (William Wohlers, ex-officio), **2 students

Student Activities Subcommittee:
William Wohlers, Chair; Daryl Cole, Beverly Ericson, Mari-Carmen Gallego, Steve Jaecks, Dana Krause, Dwight Magers, Cliff Olson, Ezequiel Rocha, **3 students (including S.A. Social VP)

Student Wellness Subcommittee:
Eleanor Hanson, Chair; Beverly Ericson, Phil Garver, Phil Hunt, Dennis Negron, CABL Director, (William Wohlers, ex-officio)

**Appointed by Student Association
*Nominated by Faculty Senate

Who's Who Subcommittee:
David Smith, Chair; Ted Evans, Mari-Carmen Gallego, Ken Rogers, Jean Springett, Jim Wampler (Bill Wohlers, ex-officio)

Ways & Means
Ben McArthur, Chair Elect; George Babcock, Peg Bennett (99), Dale Bidwell, Gordon Bietz, David, Ekkens (99), Vinita Sauder, Carole Haynes (00), Dennis Pettibone (00)

Campus Diversity
Vinita Sauder, Chair; Kathy Reeves, Secretary; Fern Babcock, Ron Clouzet, Sheryl Gregory, Steve Jaecks, Dennis Negron, Terrie Ruff, Yvonne Scarlett, Judy Winters, **2 students

**Appointed by Student Association
*Nominated by Faculty Senate

INDEX

Absences 41
Academic Advisement 37
Academic Calendar 4, 5
Academic Enrichment Services 20
Academic Honesty 39
Academic Policies 23
Academic Probation and Dismissal 39
Acceptance 10
  Academic Probation 10, 39
  Regular 10
Accounting Courses 80
Accreditation and Memberships 8
Actuarial Studies 164
Administrative Management Courses ... 81
Admission
  ACT Scores 11
  Academic Probation Acceptance 10
  Application Fee 14
  General Requirements 11
  Graduate Program 14
  Home Schooled Students 11
  International Students 12
  Nursing 188
  Regular/Good Standing Acceptance .. 10
  SAT Scores 11
  Secondary Subjects Required 11
  Special Students 12
  Teacher Education 109
  Transfer Students 11
Adventist Colleges Abroad (ACA) Financial Policy 254
Affiliations..... 45
Allied Health Professions 49
American Humanics 30
Anderson Lecture Series 20, 83
Anesthesia 242
Application Procedure 14
Art Courses 62
Assembly Attendance 18, 41
Associate Degree Programs
  Accounting 78
  Administration Management 79
  Allied Health 49
  Architectural Studies..... 98
  Computer Applications..... 98
  Computer Science 97
  Engineering Studies 127
  General Studies 239, 240
  Media Technology 156
  Nursing 190
  Pre-Cytotechnology 52
  Pre-Dental Hygiene 53
  Pre-Nutrition and Dietetics 54
  Pre-Occupational Therapy 55
  Pre-Physical Therapy 56
  Pre-Physician Assistant 58
  Pre-Speech Language Pathology & Audiology 59
  Pre-Surgical Physician Assistant 60
  Religion 212
  Technology 230
Aviation Courses..... 233
Auditing Courses 36

Bachelor of Arts Degrees
  Art 61
  Biology 66
  Broadcast Journalism 154
  Chemistry 89
  Computer Science 96
  Education 114
  English 129
  History 145
  International Studies 170
    French Emphasis 170
    German Emphasis 170
    Spanish Emphasis 171
  Journalism (News Editorial) 153
  Mathematics 163
  Physics 199
  Psychology 105
  Psychology (Leading to Licensure, K-8) 114
  Public Relations 154
  Religious Education 211
  Religious Studies 212
  Social Science (Leading to Licensure 1-8) 115
  Theology 210
Bachelor of Business Administration
  Accounting 76
  Computer Information Systems ... 77, 97
  Core Requirements 75
  International Business 76
  Long-Term Care Administration 76
  Management 76
  Marketing 76
Bachelor of Music Curriculum 177
Bachelor of Science Degrees
  Actuarial Studies 164
  Administrative Management 78
  Art—Computer Graphic Design 61
  Biology 66
  Business Administration 77
  Chemistry 89
  Chemistry, Biochemistry Emphasis ... 90
  Computer Science 96
  Family Studies 224
  Health Science 139
  Mass Communication 155
  Mathematics 164
  Medical Science 239
  Medical Technology 49
  Music..... 179
  Nursing 189
  Physical Education..... 137
  Physics 200
  Psychology..... 106
  Science & Math Studies (Leading to Licensure 1-8) 116
  Wellness Management 138
Bachelor of Social Work 224

Bankruptcy 261
Biology Courses 68
Board of Trustees 274
  Executive Board 274
Bogenhofen 169
Botany Courses 69
Brock Hall 9
Business Administration Courses 83

Cafeteria Charges 250
Campus Housing 253
Campus Organizations 18
Canceled Classes 36
Career Services 16
Catalog, Importance of 2
Center for Learning Success 21
Certificate Programs 232
  Auto Body Technician 232
  Auto Service Technician 233
Chamber Music Series 20
Changes in Registration 35
Chaplain's Office 15
Chemistry Courses 91
Class Attendance 42
Class Standing 24
Classic Film Series 20
CLEP Exams 43
Cognate Courses 46
Collection Policy 260
Collonges 169
Communication Courses 157
Community Service 26
Computer Center 9
Computer Conduct 95
Computer Graphic Design 61, 62
Computer Science Courses 101
Computer Technology Courses 99
Computing 94
Concert-Lecture Series 18
Conduct Standards 18
Continuing Education 20, 44
Correspondence Work 43
Counseling and Testing Service 16
Course Load 36
Course Numbers 46
Course Sequence 45
Credit Cards 258
Curriculum Chart 33, 34
Cytotechnology 52

Dean's List 32
Degrees Offered
  Associate Degrees 33
    Listing of 33-35
  Bachelor of Arts 32
    Listing of 33-35
  Bachelor of Business Admin 32, 75
  Bachelor of Music Curriculum 177
  Bachelor of Science 33
    Listing of 33-35
  Bachelor of Social Work 33, 224
  General Education Requirements . 26-30
  Major Requirements 32
  Minor Requirements 32
Dental Hygiene 53
Dentistry 241
Dietetics 54
Dining, Campus Options 15
Diploma 260
Dismissal 39
Distinguished Dean's List 32
Dorm, See Residence Halls

E. A. Anderson Lecture Series 20
E. O. Grundset Lecture Series 21
Ecology Courses 69
Economics Courses 84
Education 104
  Certification 111
  Courses 119
  Elementary 117
  Secondary 118
Employment Service 17
Engineering 127
Engineering Courses 128
English
  Language Study 42, 131
  Proficiency in 12, 131
English Courses 133
Examinations 41
  Attendance 41
  CLEP 42
  Credit by 43
  Rescheduling 41
  Special Fees 249
  Waiver 42
Expenses 247
  Application Fee 14
  Estimated Student Budget 250
  Food Service 250
  Housing 15, 253
  Late Registration 35, 249
  Music Lessons 251
  Special Fees and Charges 249
  Student Costs 249
  Student Tithing 262
  Tuition 249
  Tuition Refunds 252
Extension Campuses 198
  Bayonet Point 198
  Bradenton 198
Extension Classes 12, 44

Facilities 9
Faculty 278
  Committees 285
  Directory 278
  Emeriti 277
Family Rebate 254
Finance Courses 84
Financial Information 247
  Aid 263
  Family Rebate 254
  Financial Aid Overawards 259, 270
  Graduate Students 267
  Grants 265, 268
  Loans 266, 268
  Methods of Payment 256

Refund Policy 252
Repayment Policy 272
Satisfactory Academic Progress 268
Scholarships 263
Veterans 268
Florence Oliver Anderson Lecture Series 20
Food Service 250
Foreign Study 169
French Courses 171
Freshman Standing 10

GED 10
General Education Requirements ... 26-30
General Studies 239, 240
Geography Courses 150
German Courses 172
Grading System 37
Graduate Degrees
Education 104
Graduation Requirements 24
Graphic Art Design 61
Grievance Procedure 41
Grundset Lecture Series 21

Health Education Courses 139
Health Insurance 252
Health Service 9, 16
Hickman Hall 9
History Courses 148
History of University 7
Honor Roll 32
Honors Program 30, 264
Honors Studies Sequence 31
Housing Deposit 253

Incompletes 37
Instructional Media 21
Insurance 17, 249, 252
Interdepartmental Programs 239
Interest on Past-Due Balance 259
International Students 12, 251
Internships 44

J. Mabel Wood Hall 9
Journalism Courses 158

Labor Regulations 261
Foreign Students 262
Late Registration 35, 249
Law 242
Ledford Hall 9
Libraries 21
Literature Courses 135
Long-Term Care Admin Courses 85
Lynn Wood Hall 9

Major and Minor Requirements 32
Management Courses 85
Marine Biological Field Station 22
Marketing Courses 87
Master's Degree 23
Admission Requirements 14, 23
Mathematics Courses 165
Mazie Herin Hall 9

McKee Library 9, 21
Medical Science 239
Medical Technology 47
Medicine 242
Miller Hall 9
Minors
Administrative Management 80
Advertising 156
Art 62
Art—Computer Graphic Design 62
Auto Body 232
Auto Service 232
Aviation 232
Behavioral Science 225
Biblical Languages 213
Biology 67
Broadcast Journalism 156
Business Administration 79
Chemistry 91
Computer Science 97
Education 117
English 130
Entrepreneurial Management 79
Family Studies 225
French 171
German 171
History 146
Journalism (News Editorial) 156
Marketing 79
Mathematics 165
Media Sales 157
Music 180
Physical Education 139
Physics 200
Political Economy 147, 242
Political Science 147
Practical Theology 213
Psychology 106
Public Relations 157
Religion 213
Sociology 225
Spanish 171
Technology 232
Visual Communication 157
Mission Statement 6
Modern Language Courses 172
Music
Courses 180
Curriculum 177
Ensembles 184
Fees 251

Nondepartmental Courses 186
Nursing
Accreditation 189
Admission Requirements 190
Courses 194
Deposit 251
Policies 188
Progression Requirements 193
Readmission 194
Nutrition Course 186
Nutrition/Dietetics Program 54

Objectives of the College 6
Occupational Therapy 55
Occupational Therapy Assistant 52

One-Year Certificates
Auto Body Technician 232
Auto Service Technician 233
Requirements 23
Optometry 244
Organizations 18
Orientation Program 17
Osteopathic Medicine 244

Pass/Fail 38, 140
Petition 40
Pharmacy 245
Photo Release Policy 19
Physical Education Activity Courses ... 142
Physical Therapy 56
Physical Therapy Assistant 52
Physics Courses 201
Pierson Lecture Series 21
Podiatric Medicine 246
Political Science Courses 150
Post Graduate Tuition Plan 255
Prefix Glossary 47
Practicum 44
Preprofessional Curricula 35
Anesthesia 241
Cytotechnology 52
Dental Hygiene 53
Dentistry 241
Engineering Studies 127
Law 242
Medical Technology 49
Medicine 242
Nutrition and Dietetics 54
Occupational Therapy 55
Optometry 244
Osteopathic Medicine 244
Pharmacy 245
Physical Therapy 56
Physician Assistant 58
Podiatric Medicine 246
Respiratory Therapy 52
Speech Lang Pathology/Audiology ... 59
Surgical Physician Assistant 60
Veterinary Medicine 246
Probation 10, 39
Prospective Summer Graduate 25
Psychology Courses 123
Public Relations
Courses 161
Major 154
Minor 157

Radiation Technology 52
Radio Station, WSMC FM90.5 ..... 9, 22
Refund Policy 252, 253, 272
Credit Refund 252
Financial Aid Refund Policy 272
Registration 35
Dates 4, 5
Rehabilitation Act 15
Religion Center 9
Repeated Courses 38
Residence Halls 15
Residence Requirements 25
Respiratory Therapy 52
Right of Petition 40

Sagunto 169
Satisfactory Academic Progress 39, 269
Scholarships 263
Schools
Business 74
Computing 94
Education and Psychology 104
Music 174
Nursing 188
Religion 205
Secondary Education 113
Senior Citizen Tuition 256
Sequence of Courses 45
Sociology Courses 225
Social Work Courses 227
Software Engineering Courses 103
Software Technology 95
Southern Scholars 30
Spalding Elementary School 9
Spanish Courses 172
Special Fees and Charges 249
Special Student 12
Staley Lecture Series 21
Standards of Conduct 18
Statement Charges 250, 258
Student Association 17
Student Center 9
Student Employment Service 17
Student Life and Services 15
Student Mission Credit 32, 187
Student Records 38
Study-Work Program 36
Summer Graduate 25
Summer Tuition 249
Summer Work Incentive Program 263
Summerour Hall 9
Surgical Technology 52

Talge Hall 9, 15
Task Force Credit 32
Technology 230
Technology Courses 235
Testing Service 16
Thatcher Hall 9, 15
Theology & Religion Courses 213
Tithing 262
Transcripts 14, 25, 45, 249, 259, 260
Transfer Credit 25
Transfer Students 11, 271
Tuition Refunds 252, 272
Tuition Waivers 255
Tuition, Post Graduate 255

University Administration 274
Upper Division Credit 23, 26, 46

Veterinary Medicine 246

Waiver Examinations 42
Wellness Management 138
Withdrawals, Class 35, 252
Withdrawals, Cash 247
Worker's Compensation 262
Worship Services 18
Wright Hall 9
Writing (W) Courses 26
WSMC FM90.5 ..... 9, 22

Zoology Courses 70

For Reference

Not to be taken

from this library

SOUTHERN COLLEGE MCKEE LIBRARY

TMS124603

SOUTHERN
ADVENTIST UNIVERSITY

POST OFFICE BOX 370
COLLEGEDALE TN 37315-0370

NONPROFIT ORGANIZATION
U S POSTAGE
PAID
PERMIT NO 6
COLLEGEDALE TN 37315